

AGENDA
FOR THE BOARD OF TRUSTEES
OF THE TOWN OF BUENA VISTA, COLORADO
May 12, 2015

Regular Meeting at 7:00 PM
at the Buena Vista Community Center
Piñon Room – 715 East Main Street, Buena Vista, Colorado

**THE BOARD OF TRUSTEES MAY TAKE ACTION ON ANY OF THE FOLLOWING AGENDA
ITEMS AS PRESENTED OR MODIFIED PRIOR TO OR DURING THE MEETING, AND
ITEMS NECESSARY TO EFFECTUATE THE AGENDA ITEMS**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **AGENDA ADOPTION**
- V. **CONSENT AGENDA**
 - A. **Minutes**
 - 1. Regular Meeting – April 28, 2015
 - 2. Beautification – April 2, 2015
 - 3. Planning & Zoning Commission – April 15, 2015
 - 4. Trails Board – April 7, 2015
 - B. **Police Chief Report**
 - C. **Fire Chief Report**
 - D. **Street Closure Requests –**
 - Should the Board approve closure of Railroad Street between E. Main and the alley; Railroad Right of Way parking area. 6:00 AM – 2:30 PM on Sundays, June 7 – October 11 for Farmer's Market?
 - Should the Board approve closure of the intersection of Main & Colorado and the intersection of Main and South Main for the Buena Vista Main Street PaddleFest Street Painting on May 21, 8:00 AM – 12:00 PM; and May 22, 8:00 AM - 12:00 PM?
- VI. **PUBLIC COMMENT**
- VII. **RESPONSE TO PUBLIC COMMENT**
- VIII. **BUSINESS ITEMS**
 - A. **PUBLIC HEARING –** Should the Board approve adoption of Resolution #31, Series 2015, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, GRANTING A SETBACK VARIANCE FOR THE PROPERTY LOCATED AT 105 BRADY ROAD, BUENA VISTA, COLORADO**”?
 - B. **PUBLIC HEARING -** Special Use Permit and Variances for Lots 11, 12, 13, and 14, Block 4, Buena Vista, Colorado:
 - Should the Board approve adoption of Resolution #32, Series 2015, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING A SPECIAL USE PERMIT FOR LOTS 11, 12, 13, AND 14, BLOCK 4, BUENA VISTA, COLORADO**”?
 - Should the Board approve adoption of Resolution #33, Series 2015, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA**

This Agenda may be Amended

Posted at Buena Vista Town Hall, www.buenavistaco.gov, Post Office, and Public Library on
Friday, May 8, 2015

VISTA, COLORADO, GRANTING A VARIANCE FOR THE SQUARE FOOTAGE AND NUMBER OF BEDROOMS OF AN ACCESSORY DWELLING UNIT LOCATED ON LOTS 11, 12, 13, AND 14, BLOCK 4, BUENA VISTA, COLORADO?

- Should the Board approve adoption of Resolution #34, Series 2015, entitled “**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, GRANTING A PARKING VARIANCE FOR LOTS 11, 12, 13, AND 14, BLOCK 4, BUENA VISTA, COLORADO**”?

C. PUBLIC HEARING – Should the Board approve adoption of Ordinance #3, Series 2015, entitled “**AN ORDINANCE OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, ADDING A NEW SECTION 10-185 TO ARTICLE VIII OF CHAPTER 10 OF THE BUENA VISTA MUNICIPAL CODE RELATING TO THE PROHIBITION OF SMOKING AND THE USE OF ELECTRONIC SMOKING DEVICES IN CERTAIN OUTDOOR PUBLIC LOCATIONS**”?

D. Continuation of Retail Marijuana Discussion.

E. Update on Landscaping, Irrigating, and Street Lights.

F. Discussion Regarding the Town of Buena Vista Becoming a Cooperating Agency in the Upcoming BLM NEPA Processes.

IX. STAFF REPORTS

1. Town Administrator
2. Town Treasurer
3. Director of Planning
4. Director of Parks and Recreation

X. TRUSTEE/STAFF INTERACTION

XI. EXECUTIVE SESSION – An Executive Session to consider the purchase, acquisition, lease, transfer or sale of real, personal or other property, pursuant to C.R.S. § 24-6-402(4)(a).

XII. ADJOURNMENT

This Agenda may be Amended

Posted at Buena Vista Town Hall, www.buenavistaco.gov, Post Office, and Public Library on
Friday, May 8, 2015

**MINUTES OF A REGULAR MEETING
OF THE
BOARD OF TRUSTEES
OF THE
TOWN OF BUENA VISTA, COLORADO**

April 28, 2015

WORK SESSION with Planning & Zoning Commission Regarding Infrastructure at 6:00 PM

Present for work session: Mayor Benson, Trustees Duff Lacy, Eric Gibb, Phillip Puckett, David Volpe, Carrie Carey, Keith Baker, Town Administrator Brandy Reitter, Director of Planning Dee Miller, Planning Intern Julia Jones, Town Treasurer Michael Hickman, and Town Clerk Mary Jo Bennetts. P&Z members attending were Mark Jenkins, Annie Davis, Estes Banks, Director of Planning Dee Miller presented the infrastructure review. She told the Board they need to discuss if development should they pay their own way. Miller discussed complete Streets and infrastructure analysis. Streets, sidewalks, water mains, and fire hydrants were included in her maps. The Planning Commission provided priorities for Community Access and Access Routes. She went over the flow diagram and the complete street diagram, with local streets and collector streets, along with options. The Planning Commission went through every street and recommended what each street needed. Discussion followed.

The work session ended at 6:58 PM.

CALL TO ORDER 00:01

A Regular meeting of the Board of Trustees was called to order at 7:05 PM on Tuesday, April 28, 2015, at the Buena Vista Community Center, Pinon Room, 715 E. Main Street, Buena Vista, Colorado by Mayor Joel Benson. Present were Trustees Phillip Puckett, Duff Lacy, Keith Baker, Eric Gibb. David Volpe, Carrie Carey, Town Administrator Brandy Reitter, Treasurer Mike Hickman, Airport Manager Jill Van Deel, Town Attorney Jefferson Parker, and Town Clerk Mary Jo Bennetts.

ROLL CALL 00:07

Town Clerk Bennetts proceeded with the roll call and declared a quorum.

PLEDGE OF ALLEGIANCE 00:25

Mayor Benson led in the Pledge of Allegiance.

AGENDA ADOPTION 00:47

Motion #1 by Trustee Puckett, seconded by Trustee Lacy, to adopt the agenda as presented. **Motion carried 6-0.**

CONSENT AGENDA 01:11

A. Minutes

1. Regular Meeting – April 14, 2015
2. Airport Board – February 17 and March 17, 2015
3. Planning & Zoning – April 1, 2015

B. Should the Board adopt Resolution #28, Series 2015, entitled “A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPOINTING SCOTT JOHNSON AS AN ALTERNATE MEMBER OF THE PLANNING AND ZONING COMMISSION”?

Motion #2 by Trustee Baker, seconded Trustee Volpe, to approve the consent agenda as presented. **Motion carried, 6-0.**

Mayor Benson thanked the Planning Intern Julia Jones for her work with the Town of Buena Vista. May 1, 2015 is her last day. Tracy Dierking was introduced as the new Code Enforcement Officer.

PUBLIC COMMENT 03:38

Hugh Eccles, 37643 Lake View Dr. had questions for the Board: would people be allowed to smoke in a house with children; will there be any places designated to use outside of the house; are police enforcing using marijuana in public; and will more police have to be hired if retail marijuana sales are allowed?

Suzanne Paddock, 329 Crossman. He had questions about use of marijuana regarding safety. He is concerned with the safety of children and drivers on the road. He also had enforcement questions. She would like to see the Town keep retail sales of marijuana out of Town.

Rich Deckard, 16386 Falcon Dr. in Nathrop. He explained his background with schools and education. The issue is about children and the effects of marijuana on youth and young minds. He felt the community should hold steady and not allow retail marijuana.

Dr. Robert Manweiler, 16200 Falcon Dr., Nathrop. He has vast experience in education and has mentored students in college research. He is concerned about youth. There is pressure on youth for marijuana use. It offers no benefit to a young person and we need to limit availability. It is not worth the revenue.

Andrea Morgan, 1619 Singletree Rd. in Hartsel. She is a business owner and her children go to school here. She wanted to go on record as opposing the approval of retail marijuana. It is not worth the revenue. Marijuana is damaging to communities and families.

George Richardson, 24980 CR 321. His family has struggled with drug addiction; their gateway drug was marijuana. He expressed concern about unintended consequences of legalizing marijuana and making it more readily available. There are long term effects. He is especially concerned about edibles.

Dan Muecke, 105 Brady. He spoke against legalized retail marijuana and stated you can see the effects in Denver related to driving violations. Buena Vista does not need it here. We have failed to regulate tobacco and alcohol for youth; marijuana will be no different.

Amy Eckstein, 119 Meadow Lane. She stated this is a difficult issue, but it is an issue that the voters have voted for and made legal in 2012. This county voted for retail marijuana. The Town should decide how best to implement the voters' wishes while protecting the public.

Clarise Hamme, 29383 Creek Trail Rd. She read a letter from Dr. Norman W. Levin, an Alma resident and internist. The doctor supports legal cannabis and listed potential benefits.

Carlo Boyd, 29320 CR 361. He feels the issue should be left up to the voters. He has studied the effects of marijuana. He does not feel it is a drug; it is an herb. He has worked with vets and marijuana has helped them recover better than alcohol or pharmaceutical drugs. Legal drugs and alcohol are damaging; marijuana is not.

Sue Holmes, 19030 CR 306, Superintendent of School District. The School District supports what is best for kids and spoke against a drug that lowers an IQ. Allowing retail marijuana will increase access to kids and it is harmful to kids. This is a family friendly town – don't worry about revenue.

Rebecca Rice, 851 MacDonald, Build a Generation. Thankful Town passed ordinance prohibiting retail marijuana and she is asking to keep that prohibition. Increasing access leads to increased use. It is a wrong message to send to kids. There is harm to adolescents. Taxes will never pay for the increased social cost.

Donna Constance, 116 Windwalker Rd. She is a pharmacist and is asking the Board to keep the ordinance regarding prohibition of retail marijuana. She talked about health risks to kids and adults both.

Doug Constance, 116 Windwalker. Support the laws of the U.S. and under U.S. law, marijuana is illegal. He asked to keep the current ban. In the Town Code, one definition of "nuisance" is a business that is dangerous to public health. In the Town Comprehensive Plan, it states that Buena Vista should be a safe community that is a good place to raise children. Trustees need to be accountable and keep the ban in place.

Norma Cady 531 E. Main. She is for decriminalization of marijuana, but we do not need marijuana products available. She is concerned about recreational use. Young people and adults will be harmed. She is also concerned about drivers driving high.

Earl Richmond, 412 Cedar St. spoke about meetings that are challenging. He would like to see people meet on hot topics. Input should include meetings, surveys, talking to neighbors, talking to other towns. We need to gather information and spend more time discussing and learning from each other.

Dan Hamme, 29383 Creek Trail. He said he is hearing lot of the same comments made 5 years ago when medical marijuana was being discussed. Fear-mongering comments are based on lies and government corruption. Cannabis has been used for thousands of years, but the scare tactics began in

the 1930s. He is immersed in the industry and has been studying intensively. The gateway drug claim is being debunked. Alcohol is much more dangerous. He hopes for an open discussion. He does not want to sell to children. Making retail marijuana legal would replace the black market in town.

RESPONSE TO PUBLIC COMMENT 48:31

This item is on the agenda for discussion and response will not be given at this time.

BUSINESS ITEMS

Discussion of Prohibition of Recreational Marijuana 48:50

Town Attorney Jeff Parker gave the background on the Town's current ordinance. He also provided a summary of Amendment 64 and the process Town would have to follow to allow for retail marijuana sales. Retail marijuana is legalized for those 21 years and older; can purchase up to 1 oz.; consumption is not allowed openly or publicly, only in private homes; 1 oz. or less can be transferred between people without pay. Legalized sales can only be done by a licensed facility. The four areas that can be licensed involve retail sales, cultivation facilities, manufacturing facilities, and testing facilities. The Town has currently prohibited all of these facilities – it was done in 2013 via ordinance. The Town would have to adopt a new ordinance to legalize retail sales. Medical marijuana and cultivation for medical is now allowed. The Town would have public hearings in order to move forward. There can also be a voter initiative that can be put on a ballot for an election during even-numbered years.

Benson noted the material in the packet, which included town surveys from towns that have retail marijuana sales, along with CML material.

Reitter provided background of the community surveys. Most communities provide legal sale of retail marijuana by ordinance. Restrictions on the number of centers are done through zoning. The communities charge additional sales tax. Reitter talked about the pros and cons shared from communities. At this time, they have not seen any increased crime. The biggest issue has been with edibles. A pro listed was that by regulating the marijuana, they feel there is more control. The black market still exists and accessibility is still there. The decision to limit facilities is usually based on population and zoning. The biggest pro stated was sales tax. The biggest con was enforcement.

Clerk Bennetts shared how the County and Town voted in 2012 on Amendment 64. The County and both BV precincts voted in favor of Amendment 64. Bennetts also shared what the County is now doing in terms of retail marijuana. There is a moratorium on retail sales at this time, but when that ends, they have four applicants for retail centers. They have not determined a limit on facilities yet. At present, only off-premises cultivation is allowed.

Carey discussed the survey results that were included in the packet and commented on the average age of the client base, which is 45-65 yrs. old.

Gibb talked about the issues involved and that our county supported Amendment 64. He would like to make a motion to put retail marijuana before the voters in a ballot issue.

Puckett wondered when that election would be if we decided to put it on the ballot. Parker said it would have to go on the November 2016 ballot in a coordinated election with the County.

Lacy stated that the majority voted for Amendment 64; we should re-visit the issue with a new ordinance.

Puckett agrees with Gibb and admits to being torn on the issue. He feels this is an opportunity to re-educate. He also has concern about youth and that concern needs to be looked at and discussed. It is a divisive issue in our community and he is concerned about that. He would prefer to put it on a ballot and would like more conversation.

Volpe feels there is a need to address accessibility to our youth.

Puckett suggested a working team and he would like to hear more from law enforcement. Schools also need to be part of the conversation.

Baker stated that sales tax is the least of our consideration. Voters voted one way; this involves a personal rights issue and choices, but he also wonders how all of this can alter the community.

Regulating and enforcing is a challenge.

Benson inquired to what extent is all figured out with regulations and enforcement. Parker said the process is to have some public hearings; look at ordinances from other communities and then bring an ordinance to the electors. The Town can create ordinance and either vote on it as the Board, or take it to the voters. Parker said the Town would need to have something with substance so people know what they are voting on.

Lacy suggested allowing our current medical facility to also have recreational and only an existing medical facility could apply for a retail license. Parker stated that after Amendment 64 passed, that is how the State handled it; existing medical facilities were the first that were allowed to apply for retail. Benson asked if we created an ordinance, then the public petitioned for a referendum, when that would go to a vote of the people. Parker said he would have to check for sure, but he believes that would be in 2016.

Puckett asked if we limited retail to the one facility we have now and then it went out of business, could the Town prohibit it again. Parker said yes we could.

Discussion followed regarding local option and control.

Motion #3 by Trustee Gibb, seconded by Trustee Puckett, to direct staff to explore a ballot issue with details of the cost structure and details of the ballot issue for the next Board meeting. **Motion carried, 5-1. Trustee Lacy voted Nay.**

5 minute break taken at 8:26 PM.

Should the Board adopt Resolution #29, Series 2015 entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING THE SERVICES AGREEMENT BETWEEN THE TOWN AND BEARSS LANDSCAPING, INC., FOR THE TOWN'S 2015 LANDSCAPING PROJECT**"? 1:28:32

Town Administrator Brandy Reitter introduced the contract and gave background and budget for the project. There is budget for street lights; top priority is the landscaping. Pump still needs to be put in for the well. Street lights would require additional funding - 5 lights.

Discussion followed regarding landscaping and pump for well. There was also discussion of xeriscaping in front of the community center and police department. The Town will irrigate with South Main water until pump in well is ready.

Motion #4 by Trustee Puckett, seconded by Trustee Gibb, to adopt Resolution #29, Series 2015 entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING THE SERVICES AGREEMENT BETWEEN THE TOWN AND BEARSS LANDSCAPING, INC., FOR THE TOWN'S 2015 LANDSCAPING PROJECT**". Roll call vote: Volpe, Aye; Baker, Aye; Carey, Aye; Gibb, Aye; Lacy, Aye; Puckett, Aye. **Motion carried, 6-0.**

Should the Board adopt Resolution #30, Series 2015, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, AUTHORIZING AND APPROVING A LEASE AGREEMENT FOR THE ST. ROSE OF LIMA PARK CHAPEL WITH THE CHAMBER OF COMMERCE**"? 1:40:09

The annual lease agreement was introduced by Town Clerk Bennetts.

Motion #5 by Trustee Baker, seconded by Trustee Lacy, to adopt Resolution #30, Series 2015, entitled "**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, AUTHORIZING AND APPROVING A LEASE AGREEMENT FOR THE ST. ROSE OF LIMA PARK CHAPEL WITH THE CHAMBER OF COMMERCE**". **Motion carried, 6-0.**

Letter of Support for Urban, Inc. Park 1:40:41

Town Administrator Reitter noted the letter of support in the packet and gave explanation. The letter is for Urban Inc. and CHFA. The land would be donated to Town. Urban Inc. would pay to construct the park and provide equipment. Town would maintain the park after construction. The application being submitted tomorrow for the housing credit and the letter needs to go with application tomorrow.

Gibb expressed concerns committing to another park while we need to support the parks we have.

Puckett also has concerns. Lacy feels the expense being covered by Urban Inc. is worth it. Baker agrees.

Motion #6 by Trustee Lacy, seconded by Trustee Carey, to direct Mayor Benson to sign the letter of support for the Urban, Inc. Park. **Motion carried, 4-2. Trustees Baker, Carey and Lacy, and Volpe voted Yay. Trustees Puckett and Gibb voted Nay.**

STAFF REPORTS

Town Administrator 1:48:00

- Thursday, April 30 is the Downtown Colorado, Inc., Downtown Development Authority (DDA) kick-off at the Community Center, 3:00 PM – 6:00 PM. Reception at Eddyline.
- Friday, May 1 at 2:00 PM at the BV Heritage Museum for training on Community Design.
- April 29 – Trustee Policy Governance field trip to Estes Park. Meet at Town Hall 8:15 AM.
- Thursday, May 14 – BOT policy prioritization facilitation by DOLA at the Airport 6:00 PM.
- May 11 is the CML District spring outreach in Canon City.
- 16 people have applied for the Public Works Director position. Reitter has narrowed it down to 7 for now. A hiring committee will serve as the interview panel for candidates. First round of interviews will be week of May 4th. Second round of interviews will be week of May 11th and Trustees will be invited to participate. Hiring committee will make a recommendation based on feedback the week of May 18th. Anticipated start date of early June.
- Roy Gertson started as interim Public Works Director Monday April 27.
- Staff is meeting with Upper Ark on May 5th to follow up on IGA for storage on Cottonwood Reservoir; next steps with the Forest Service permit renewal; establishing an augmentation plan for Town Lake.
- Town Lake has been dredged and lake refilled. Own needs to pursue right to store water in our Town Lake.
- RG & Associates is establishing a project schedule and cost estimates for the Beldan Street waterline.
- Well #3 is completed; however the pump, pump house and electrical needs to be installed.
- Urban, Inc. is set to submit the Low Income Housing Tax Credit to Colorado Housing Finance Authority May 1st.
- Main Street committees are making progress.

Town Treasurer 1:52:03

- Four major expenditures this month: software for Police Department, the 4th payment to Pinnacol, Alf's Blacksmith, and a 10hp sub turbine for well. Lacy wants to know what is the 10hp sub turbine for well and what is it being used for. Hickman will check on that for him.
- Gibb asked about a quarterly report. Hickman said the first quarter report for this year will be presented at the next Board meeting.

Airport Manager 1:54:44

- Lockheed Martin will arrive on May 4th for a site visit and consultation for the 2015 Black Hawk testing scheduled for the month of July.
- Next Master Plan committee meeting has been tentatively rescheduled for June, 2015.
- The hangar roof needs repair. The repair will be with a spray foam sealant and polyurethane coat for the south side where it is leaking in many areas. This will add five or more years to the useful life of the hangar roof and comes with a two year warranty. It will cost \$2600 vs. \$80,000 to replace the roof at this time.
- Saturday, Sept. 19 is the first annual Central Colorado Regional Airport and EAA Fall Color Fly In and Car Show.
- Looking at new and improved Point of Sale software with our fuel supplier.
- We will be releasing the RFP for the fog seal and runway/taxi restripe. Hope to complete all the asphalt refurbishment projects before July 1, 2015.
- Working with Diesslin and RG & Associates for fueling and parking solutions while lift station is being constructed.
- Working on the Airport Business Plan with Dennis Heap.
- Great fuel sales for the month of April.

TRUSTEE/STAFF INTERACTION 2:01:46

- Lacy had a question about getting information. People in town often ask him about events or projects that he had not heard of yet. Would like to be on top of things happening.

EXECUTIVE SESSION – An Executive Session to hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning the purchase of the Mandes Hangar at the Central Colorado Regional Airport.

EXECUTIVE SESSION – An Executive Session to consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

Motion #7 by Trustee Baker, seconded by Trustee Lacy, to go into Executive Session at 9:15 PM; to hold a conference with the Town's attorney to receive legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning the purchase of the Mandes Hangar at the Central Colorado Regional Airport; and to consider personnel matters, pursuant to C.R.S. § 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. **Motion carried, 6-0.**

Those present for the Executive Sessions were: Mayor Benson, Trustee Carey, Trustee Baker, Trustee Gibb, Trustee Lacy, Trustee Puckett, Trusty Volpe, Town Treasurer Town Administrator Brandy Reitter, and Town Attorney Jeff Parker. The Executive Sessions went from 9:20 PM to 10:10 PM. Town Treasurer Michael Hickman was also present for the first session.

Motion #8 by Trustee Baker, seconded by Trustee Lacy, to leave Executive Session and return to open meeting at 10:10 PM. **Motion carried, 6-0.**

ADJOURNMENT

Motion #9 by Trustee Baker, seconded by Trustee Lacy, noting that there being no further business to come before the Board, declared that the meeting be adjourned at 10:12 PM. **Motion carried, 6-0.**

Respectfully submitted:

Mayor, Joel Benson

Mary Jo Bennetts
Town Clerk

Minutes
TOWN BEAUTIFICATION BOARD MEETING
Thursday, April 2, 2015

The meeting was called to order at 5:05 p.m. at the Collegiate Peaks Realty building conference room.

Present: Members Joy Duprey, Diane Look, Tom Rollins, Nancy Taylor, Jennifer Wright; Town Trustee, Eric Gibb; Town staff, Rich Landreth, Emily Katsimpalis; and Guests Donna Shaffer and Sue Kuklin.

OLD BUSINESS

Minutes

- The minutes from the March 5th meeting were approved.

Funds

- We have \$1,313 fundraised by the Beautification Board. In addition, the Town has approved the following as part of their budget:
 - \$2,000 for flowers
 - \$12,700 for new planters for East Main
 - \$4,000 for winter skylines
 - \$3,500 for winter/holiday light pole décor
 - \$1,000 for benches

Old Business

- Planters
 - We needed to create an RFP for the planters because our purchase amount is over \$5,000.
 - Joy worked with the Town Treasurer to develop the RFP; it went out in today's newspaper and went out in the Rocky Mountain Epurchase system for statewide distribution.
 - Proposals are due back by April 9th and the delivery date is stated as May 8th.
 - The planter purchase will go before the trustees on April 14th for approval.
 - Joy spoke with ACA about gravel to fill the planters. ACA estimates it will require 13 tons of gravel. They would use a cement mixer truck to dump the gravel into the planters.
 - ACA will donate the delivery cost. The cost of the gravel will be \$200.
 - Joy will speak with bidding companies to ensure that the planters can handle the weight of the gravel.

- Benches
 - The BVHS students are producing the benches – in production now.
 - Selected black as the color, but Public Works will bring a black bench down for us to see to be certain.
 - We will consider offering the old planters and benches to the community.
- Xeriscaping Demo Garden
 - Will consider asking the company awarded the Cedar and South Main landscaping contract if they could design our xeriscaping plan. Rich will let us know.
- Optimist Splash Park
 - There are 5 planters.
 - Rich can get us some fill dirt and purchase some topsoil to mix in; his department will also pay for the flowers.
 - Drip lines will run to the planters.
 - We will fill at least the front 4 planters with annuals.
 - We will plan on planting on Saturday, May 9th.
 - At the suggestion of Merrifield's, we'll plant violas and pansies for the early park opening – they're fairly frost resistant.
- Planter at McPhelemy Park Stoplight
 - There's an invasive plant in the planter, so it's not worth putting new plants into it.
 - The corner will change with the highway project, so we don't want to put a lot of effort into this.
 - We'll consider removing the current planter and replacing it with some of the concrete planters from East Main; this would be a temporary situation until the highway project is complete.
- Adopt a Planter
 - We'll skip this fundraiser this year since we have so many things going on.
 - May consider doing a fundraiser for the holiday décor this year instead.

Main Street Update

- Call for entries are being circulated for artists to do temporary paintings in the intersections on East Main St. for Paddlefest.
- The Design Committee is working on taking old photos of BV historical figures, blowing them up, and putting them out during events so people can take photos with them.

NEW BUSINESS

Grant Workshop

- There will be a grant-writing workshop held at Sangre de Cristo in May. The cost is \$80.
- Joy is willing to attend the workshop on our behalf; the vote was unanimous to provide the money to Joy to attend the workshop.

Updates from Trustee Gibb

Bike Racks

- The Town is interested in finding a policy for the type/design of bike racks in town. Maybe there will be one overall design, or a rack could match the neighborhood it's placed in. Could our group be the policy maker?
 - We agree that we are the right organization for this; we'll place it on a future agenda.
 - Sue volunteered to take pictures of existing bike racks in town for our next meeting.

Stoplight Corner

- The Texaco and Coggins property appraisals came in significantly lower than the asking price. The trustees are concerned about using public funds to purchase the properties at these high prices.

Next Meeting

- The next meeting will be Thursday, May 7th at 5 p.m. at Collegiate Peaks Realty.

Adjournment

- The meeting was adjourned at 6:50.



Minutes of the Regular Meeting of the Buena Vista Planning and Zoning Commission April 15, 2015

CALL TO ORDER

A Regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m., Wednesday, April 15, 2015, at the Buena Vista Community Center, Piñon Room, 715 E. Main Street, Buena Vista, Colorado by Chairman Trey Shelton. Also present were Vice-Chairman Mark Jenkins and Commissioners Estes Banks and Preston Larimer. Staff Present: Planning Director Dee Miller, Planning Intern Julia Jones, and Administrative Assistant Melanie Jacobs.

PLEDGE OF ALLEGIANCE

Chairman Shelton led in the Pledge of Allegiance.

ROLL CALL

Jacobs proceeded with the roll call and declared a quorum.

AGENDA ADOPTION

Shelton called for approval of the agenda. **Motion #1** by Jenkins seconded by Banks to adopt the agenda as presented. Motion carried.

APPROVAL OF MINUTES

Larimer motioned for approval of the April 1, 2015 minutes. **Motion #2** was seconded by Jenkins. Motion carried.

PUBLIC COMMENT

Shelton opened the public comment portion of the hearing at 6:02 p.m.

With no comments received, the public comment portion of the hearing was closed at 6:02 p.m.

NEW BUSINESS

Vote on Alternate Planning Commissioners

Chairman Shelton noted that no new applications had been received since the need to appoint a new alternate Commissioner was last considered. He suggested moving on to the next agenda item and no one objected.

402 E Main Comprehensive Sign Plan

Miller explained that the applicant at 402 E Main wished to have four signs total on the building: 1) a 49s.f. Trailhead sign on the south side of the structure over the main doors, the lowest part of which would be situated 7' 2.5" above the ground, 2) a 24s.f. Spoon It Up mural, painted on the brick on the east side of the building, 3) and the two existing State Highway Department signs, the one on the south side being 96s.f. total and the one on the west side being 21s.f. total. According to the Land Use Code, two signs maximum are permitted with a total square footage of 40s.f., hence the need for a Comprehensive Sign Plan application in this case. There will also be two Spoon It Up signs located on the inside of the windows, neither of which will cover more than 50% of the window area, rendering them exempt from further LUC requirements.

Applicants Dave Blazer of 17477 Reserve Drive, Buena Vista and Ryan McFadden of 135 Brady Road, Buena Vista were present in the audience and rose to speak. Blazer drew Commissioners' attention to the photos included in their packets, explaining that the Trailhead sign would be constructed of carbon and stainless steel in a manner that would minimize its reflective qualities to avoid glare. The 'T' will resemble an ice axe and will extend below the 8-foot minimum height requirement but will not impede ingress/egress through the main doors. The Spoon It Up sign will be painted directly onto the brick. They plan to maintain the State Highway Department signage because of its historic and iconic nature, and there will be no illumination on any of the signs.

Jenkins asked how the Trailhead sign would be attached to the building. Blazer replied that it would be anchored to prevent it from swinging in high winds, and that it will hang under the building's entrance area and will not project into town right-of-way.

After ascertaining that there was no one else in the audience who wanted to comment on the CSP (Comprehensive Sign Plan), Shelton closed the public portion of the hearing and asked Commissioners for their thoughts. There was general consensus that the sign plan was reasonable, attractive, and professional, and Jenkins remarked that he was especially appreciative of the applicants' intention to retain the State Highway Department signs.

Jenkins motioned for approval of the Comprehensive Sign Plan at 402 E Main with the following conditions:

- 1) approval to run with the business,
- 2) the additional square footage of the signs requested, over the maximum allowed amount, is permitted,
- 3) the State Highway Department signs may be retained,
- 4) the 7' 2.5" height (at its lowest point) of the ice axe portion of the Trailhead sign is approved,
- 5) the Spoon It Up sign on the east side of the building is permitted, and
- 6) the number of signs (4), which exceeds the maximum permitted amount, is approved.

Larimer seconded **Motion #3** and it passed unanimously.

421 E Main Comprehensive Sign Plan

Applicant Ken Cook of 29940 CR 371, Buena Vista, stated that he was removing the banner from his application. Taking this information into account, Miller informed the Commission that Cook wanted to install two new signs on the building. The first would be a metal projecting sign of 12s.f. (which exceeds the maximum permitted size of 6s.f.) intended to hang at a height of 13.5' above the ground (which exceeds the maximum permitted height of 11' above ground). The second would be a 24s.f. sign on the building's north side. Downcast lighting would be utilized with both signs. With the banner no longer an issue, the sign plan no longer exceeds the sign limit of 2 or the maximum permitted area of 40s.f., but the Commissioners would still need to approve the illumination as well as the size and height of the projecting sign. They would also need to stipulate that an encroachment agreement is needed for that sign, along with annual proof of insurance.

Cook stepped to the podium to explain that the proposed light fixtures would be composed of flat-finish porcelain that would minimize glare. He also stated that the reason for the size and height of the projecting sign was visibility: because of the building's location at the eastern end of Main Street and the presence of a tree at the western edge of the property, he needed to deviate from LUC requirements to

make his signage visible. He has no objection to the need for an encroachment agreement and has already purchased the required insurance rider. Miller clarified that town staff would need to see proof of insurance on an annual basis. In response to a question from the Commission, Cook explained that the wall sign would be painted in neutral tones rather than the bright colors shown in the meeting packet.

With no further comments from the audience, Shelton closed the public hearing and asked Commissioners to go through the criteria for approval listed in the staff review. The Commission held that the signs were attractive, would make a positive contribution to the area, had scale and placement appropriate to the building, and were professionally designed and composed of durable materials.

Larimer motioned to approve the Comprehensive Sign Plan at 421 E Main St with the following conditions:

- 1) the projecting sign is permitted to exceed the 11' height maximum by 2.5',
- 2) the 36s.f. total sign area is approved,
- 3) an encroachment agreement is required and proof of insurance must be submitted annually with a due date of April 1,
- 4) the lighting is approved as presented, and
- 5) the approval runs with the business.

Jenkins seconded. **Motion #4** passed without dissent.

Infrastructure

Miller projected an infrastructure matrix prepared by Planning Intern Jones onto the meeting room screen, and asked Commissioners to use it in order to rank the relative desirability of street improvements in various areas of town. Cost was to be rated along the horizontal axis, and quality of life concerns along the vertical axis. She also handed out a spreadsheet that outlined staff suggestions regarding street and sidewalk improvements that need to be made.

The Commissioners expressed a desire to prioritize overall community connectivity in deciding which sidewalks ought to be installed by the town, in order to create a walkable community for residents, schoolchildren, and tourists. These ought to be designed to route foot and bicycle traffic to the new Highway 24 crossings that will be installed as part of CDOT's Access Control Plan. Shelton asked that consistency be applied in determining which Complete Streets model (provided in Commissioners' meeting packets) should be used in which locations: i.e., he would like to see one type of model used for local streets, one type for connectors, and one type for arterial. Banks and Shelton both argued against considering costs when putting together their 'wish list' of improvements, as the amount that will be budgeted for infrastructure in future years is currently unknown and the purpose of such a list is simply to outline what is most desirable. In response to this feedback, Miller agreed to take finances out of the equation for purposes of setting Commission priorities.

Commissioners then looked through the spreadsheet and discussed which streets need sidewalks most urgently. Miller mentioned that they will be discussing their preferences with the Trustees at their joint work session, scheduled for April 28 at 6p.m. The Commission agreed in most cases with the street/sidewalk priorities as outlined by staff, with the following exceptions and modifications:

- 1) the town should install sidewalks on Court, Beldan (both sides), Marquette, Arizona, Brookdale, and N Pleasant,
- 2) Colorado Street should be upgraded,
- 3) the town should install sidewalks on one side of the street on Gold and Pine,
- 4) S Gunnison should be connected to Airport Trail via sidewalks and bike lanes,

- 5) the town should install sidewalks along Sterling in order to connect it with Tabor and Arkansas via the new Highway 24 crossing that will go in at that intersection,
- 6) S San Juan should have sidewalks and possibly also a bike lane, to accommodate the Darren Patterson traffic,
- 7) Cottonwood and Linderman sidewalks should be connected to the sidewalks along the highway,
- 8) Complete Streets model A should be used on Oak St in preference to model B, and
- 9) a painted bike lane needs to be added to W Main St.

Miller then asked Commissioners to go over the street paving and water main installation information included in their packets sometime before April 24, as priorities in those areas will also be a topic of discussion at the upcoming work session.

STAFF / COMMISSION INTERACTION

Miller informed the Commission that approximately 75 people attended the April 7 Comprehensive Plan open houses and focus groups, and Jones disseminated information about the Plan update at the recent town Trade Show. The consultants are currently finalizing the citizen survey and it will go out online and by mail before the end of the month. A community meeting about the Plan will take place in early May.


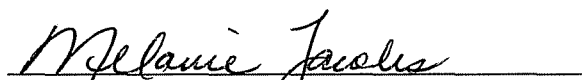
Miller also let the Commissioners know that Love's is planning on coming back to them with a toned-down Comprehensive Sign Plan and a Variance request on the 40' setback requirement.

ADJOURNMENT

There being no further business to come before the Commission, Commissioner Larimer motioned to adjourn the meeting at 9:14p.m. Commissioner Banks seconded. Before a vote could be taken on **Motion #5**, Shelton asked audience member Scott Johnson, who had taken an active part in the infrastructure discussion, if he would like to be an alternate member of the Commission. Johnson stated that he would, and would submit an application to the town as soon as possible. Larimer motioned to recommend Johnson as an alternate Planning Commissioner to the Board of Trustees. Banks seconded and **Motion #6** passed unanimously.

Banks then motioned to adjourn the meeting at 9:16 p.m. **Motion #7** was seconded by Jenkins and it passed without dissent.

Respectfully submitted:


Trey Shelton, Chairman
Melanie Jacobs, Admin. Assistant

RECEIVED

MAY 05 2015



Buena Vista Trails Advisory Board
Public Works Building
April 7, 2015

PRESENT: Lois Walton, Rich Landreth, Kathy Hoerlein, Fran Rulon-Miller, Ed Eberle, Dick Scar, Nancy Anderson

GUESTS: Kate Greenwood-Northern Chaffee County Connections(NC3), Alan Robinson- Stage and Rail Trail (S&RT)

- I. Lois called the meeting to order at 9:00AM
- II. No changes to agenda
- III. Guests: Alan Robinson thanked the Trails Advisory Board (TAB) for their help in the past and updated us with a brief presentation on the S&RT Draft Master Plan. A flow chart of next steps was reviewed and the TAB encouraged Alan to get this on the agenda for the Board of Trustees' next meeting.
Kate Greenwood updated us on recent activity initiated by John Roorda from Chaffee County Planning. A Trail Feasibility Assessment on Crossman Ave. has been requested and undertaken by Bob Gray. Documentation of estimated costs and impacts of a 10' wide trail will be completed in 4-6 weeks.
- IV. Minutes of April 7 meeting were approved as written
- V. OLD BUSINESS:
Updates (Rich)
 1. Rich advised us he has submitted his resignation and 30 day notice. The TAB deeply regrets his loss and wishes him good fortune in Cortez.
 2. Whitewater Trail- Contract for erosion mitigation was approved and includes work on trail as well as the water feature just below South Main. This will be completed in the fall at low water levels.
 3. Arizona Trail- CDOT has received all the final drawings and surveys, the deadline was extended to June. If approved, we are ready to go to bid.
 4. Gregg Drive Trail- Rich will have drawings this week and will check to be sure no right-of-way issues, ADA ramps etc will complicate the paving.
 5. Peakview Trail- work has been completed on erosion at bottom of hill (drain pipe under trail, trail smoothed out). Comments on church parking lot work which has left materials along the trail easement, but church will clean/repair after completion of work.
 6. Sunset Vista Trail- we are working with the subdivision on completion of this trail. Town intends to purchase 4 lots (next to Larissa Dr). SWCC will work on this trail, still no date but possibly June 2015.

7. (Kathy) Printed copies of the Buena Vista Community Trails Plan (revised Feb 2015) were distributed to the TAB members. Fran took two copies to be made available at Town Hall and the digital version will be available on the town website.
8. Advisory Boards Terms/Limits have not been updated yet.
9. Trail Brochures (Ed) Kathy McCoy has been paid for her work on updating the maps. These will be used in new brochures. Ed presented a mock up and the TAB provided feedback and asked that a proposed BV Community Trails brochure be presented at the next meeting in order to have 2000 copies printed by Memorial Day weekend. The TAB liked the idea of having the new brochure match the looks of existing trail maps of Barbara Whipple, Four Mile and The Midland Trails.
10. Kathy requested that when re-stenciling bike lanes that a symbol for pedestrian use be included as well as the bike symbol, as these are multi-use pathways
11. Rich reassured us that the Hwy 24 bike lanes will not be effected by any changes to parking.
12. Kathy sent a thank you letter from the TAB to Livewell for their generous funding for the Gregg Drive paving project.

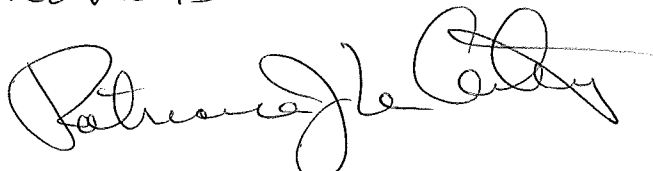
VI. NEW BUSINESS:

1. Comprehensive Plan meetings today. Dick Scar will be the TAB representative.

VII. ADJOURNMENT 10:20 am

Next meeting May 5, 2015 @9:00am – Public Works Bldg.

Minutes submitted by Fran Rulon-Miller

MINUTES APPROVED AS WRITTEN
5/5/15 



Buena Vista Police Department

713 E. Main St.

P.O. Box 1310

Buena Vista CO 81211

719) 395-8654

719) 395-8655 fax

bvpd@buenavistaco.gov

Chief's Report April 2015

We had the pleasure of speaking to the Buena Vista School Board on April 6th. We answered several questions concerning marijuana & kids for the staff and parents.

On April 9th we did a one hour presentation at High Country Bank on "Bank alarm protocol" so that we are all on the same page in case the need arises.

On April 14th we attended the yearly meeting with Atmos Energy at the Community Center and learned several "do's & don'ts" with gas line breaks.

On Tuesday the 21st we had our CIRSA "Anti-Bias training" along with the majority of the other Town employees.

On Wednesday April 22nd we had our Team Meeting at the Police Department. Our training this month covered "Respect for the badge~on & off duty". Our goal has always been to be the most professional police department that we can be. This includes our off duty life as well as our on duty.

The new journey of wearing body cameras began for our department on April 19th. We are appreciative of the board for allowing us to purchase the cameras and required equipment for them. A big Thank You goes out to Larry, our IT "guy" for all of his hard work along with Investigator Livingston, for the training and implementation of these cameras.

Please see attached calls for service & stats.

THERE IS NO "I" IN THE WORD TEAM!



BVPD CALLS FOR SERVICE FOR THE MONTH OF March 2015

4	911 MISC. (NON-EMERGENCY; HANGUP CALLS ETC)
1	ABANDONED VEHICLE
5	ACCIDENTS
78	ADMINISTRATIVE CALLS (OUT AT PD/TOWN HALL/MTGS)
6	ALARMS - INCLUDING FIRE
7	ANIMAL COMPLAINTS
0	ARSON
1	ASSAULTS
63	ASSIST OTHER AGENCY
0	AUTO THEFT
0	BOMB CALL
1	BURGLARY
13	BUSINESS CHECKS
1	CHILD ABUSE
0	CHINS (CHILD HAVING IMMEDIATE NEED OF SUPERVISION)
2	CITIZEN ASSIST
1	CIVIL DISPUTES
2	CIVIL PAPERS
0	CIVIL STANDBY
1	CODE VIOLATION
2	COMMUNITY RELATIONS
2	COURT SERVICES
4	CRIMINAL MISCHIEF
1	DEATH
2	DOMESTIC VIOLENCE
2	DISTURBANCE CALL - FIGHT
2	DISTURBANCE CALL - NOISE
0	DRUG INVESTIGATION
0	EMERGENCY MESSAGE
0	FIRE CALLS - MISC
0	FIRE CALLS - STRUCTURE & WILDFIRE
217	FOLLOW UP
7	FOOT PATROL
1	FORGERY/FRAUD
1	FOUND PROPERTY
3	HARASSMENT
0	HAZARDS - GENERAL
2	HAZARDS - MATERIAL
0	HOME TOWN SECURITY
7	INTERVIEW
64	INFORMATION ITEMS
0	LIQUOR VIOLATION
0	LIVESTOCK

0	LOST PROPERTY
2	MEDICAL ASSIST
17	MEETING
0	MISSING PERSON
1	MOTORIST ASSIST
0	PARKING VIOLATION
14	PHONE CALL
3	PBT - PORTABLE BREATH TEST
1	REDDI REPORT
37	REPORTS
5	ROADSIDES
1	RUNAWAY
8	SECURITY CHECKS
0	SEXUAL ASSAULT
0	SMOKE INVESTIGATION
2	SUICIDE ATTEMPT
3	SUSPICIOUS INCIDENT
7	SUSPICIOUS PERSON
7	SUSPICIOUS VEHICLE
5	THEFT
172	TRAFFIC STOPS (ALL CONTACTS)
10	TRAFFIC VIOLATIONS (CITATIONS WITH CASE #)
84	TRAFFIC MISC (VEHICLE INVESTIGATION)
2	TRAFFIC COMPLAINT
20	TRAINING
2	TRANSPORTS
1	TRESPASS
16	VIN INSPECTION
0	VEHICLE MAINTENANCE
2	VIOLATION OF PROTECTION ORDER
9	WARRANT ARREST (INCLUDING ATTEMPTED)
0	WEAPONS/GUN
19	WELFARE CHECK
0	WILDLIFE
953	TOTAL CALLS RECEIVED FROM CHAFFEE CTY. DISPATCH

Buena Vista Police Department

Statistics from: 04/01/2015 0000 to 04/30/2015 2359

Citation Printout Report by Violation

Total Citations of (10-177 DISORDERLY CONDUCT DEEMED UNLAWFUL): 1 Total Mandatory Appearances: 1

Total Citations of (18-6-803.5 CRIME OF VIOLATION OF A PROTECTION ORDER): 1 Total Mandatory Appearances: 0

Total Citations of (18-8-212 VIOLATION OF BAIL BOND CONDITIONS): 1 Total Mandatory Appearances: 0
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Total Citations of (18-9-106 DISORDERLY CONDUCT): 1 Total Mandatory Appearances: 0

Total Citations of (18-9-111 HARASSMENT): 1 Total Mandatory Appearances: 0

Total Citations of (42-2-138(1)(A) DROVE VEHICLE WHEN LICENSE UNDER RESTRAINT (SUSPENDED/REVOKED/DENIED)): 4 Total Mandatory Appearances: 3
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Total Citations of (42-3-114 EXPIRATION OF VEHICLE REGISTRATION): 2 Total Mandatory Appearances: 1

Total Citations of (42-4-1007 DRIVING ON ROADWAYS LANED FOR TRAFFIC): 1
Total Mandatory Appearances: 0

Total Citations of (42-4-1101 SPEED LIMITS (EXCEEDING)): 22
Total Mandatory Appearances: 1

Total Citations of (42-4-1301(1)(A) DROVE VEHICLE WHILE UNDER THE INFLUENCE OF ALCOHOL OR DRUGS OR BOTH): 4
Total Mandatory Appearances: 1

Total Citations of (42-4-1301(1)(B) DROVE VEHICLE WHILE ABILITY IMPAIRED BY ALCOHOL OR DRUGS OR BOTH): 1
Total Mandatory Appearances: 0

Total Citations of (42-4-1301(2)(A) DROVE VEHICLE WITH BLOOD ALCOHOL CONTENT OF 0.08 OR MORE): 4
Total Mandatory Appearances: 1

Total Citations of (42-4-1409 COMPULSORY INSURANCE): 3
Total Mandatory Appearances: 2

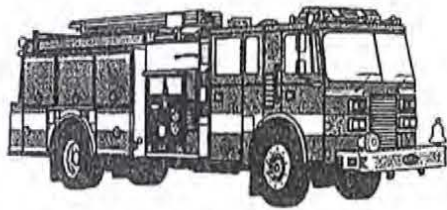
Total Citations of (42-4-201 OBSTRUCTION OF VIEW OR DRIVING MECHANISM): 1
Total Mandatory Appearances: 1

Total Citations of (42-4-208 STOP LAMPS AND TURN SIGNALS): 1
Total Mandatory Appearances: 0

Total Citations of (42-4-703 ENTERING THROUGH HIGHWAY - STOP OR YIELD INTERSECTION): 2
Total Mandatory Appearances: 0

Grand Total

Total Number of Citations Reported: 54
Total Fine Amounts Reported: \$0.00
Total Money Collected: \$0.00
Total Money Still Due: \$0.00
Total Mandatory Appearances: 11



BUENA VISTA

Volunteer Fire Department



Buena Vista Fire Calls

From April 1 to 30

Total Month Calls: 17

2015 Current Year to Date Calls: 68

2014 Previous Year to Date Calls: 62

Fire Calls: 1 Total Firefighter time: 2 hrs

This call was for Fire Alarms.

Hazardous Materials: 2 Total Firefighter time: 5 hrs 30 min

These calls were for incidences that had hazardous materials spilled and needing to be cleaned up.

CCEMS Assists (Medical Calls): 14 Total Firefighter time: 14 hrs 20 min

In these Medical calls we assist EMS with patient care, provided basic life support and assisted EMS with additional manpower.

Volunteer Firefighter training hours: 237 hrs

Training included Medical/First Aid, Equipment familiarization, Firefighter I training with Chaffee Fire, fireworks training and Atmos Gas Emergencies.

111 Linderman Avenue
P.O. Box 1692
Buena Vista, CO 81211



Station Phone Number
(719) 395-8098

Board of Trustees
Street Closure Approval
(See Attached Site Map)

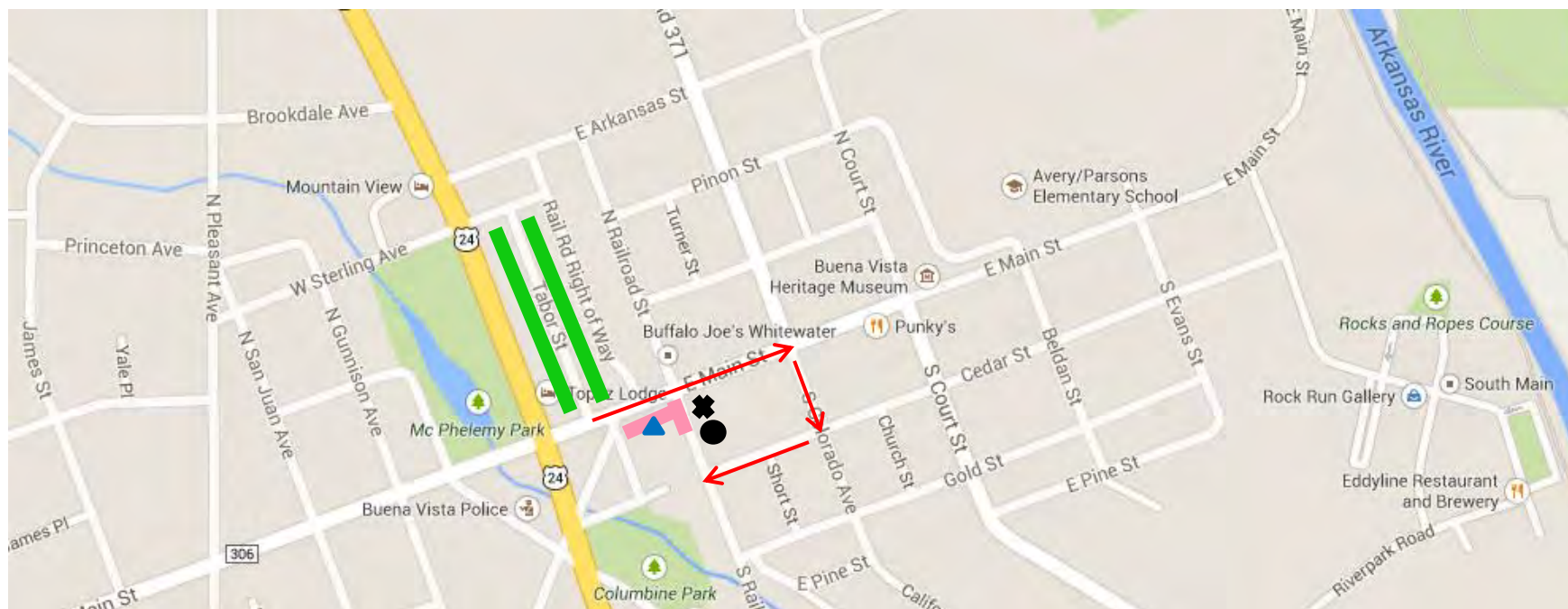
Bring to BOT Meeting on: **April 28, 2015**

Name of Event: Farmer's Market	Name of Sponsoring Organization/Individual: Contact: Liz Morgan	
Event Date(s): Sundays, June 7-October 11	Street Closure Start Time: 6:00am (Market-9am)	End Time: 2:30pm (Market- 1pm)
Location of Event: Railroad Street (between E. Main and alley way), Railroad Right of Way Parking Area		
Description of Event: Annual Farmers Market- vendors, goods for sale		
Estimated Number of Participants/Spectators: unknown	Total Number On-Site at One Time: unknown	
Approved: Yes No		

Comments:


- Alley will remain open (Railroad Street from alley to Cedar will also remain open).

Farmers Market Site Map 2015




Key


 = proposed street closure


 = proposed detour

 = porta potties/public restrooms

 = vendors

 = construction route

 = parking

 = trash receptacles



April 24, 2015

Trustees
Town of Buena Vista
BVRec@buenavistaco.com

RE: Request to Relocate the CCFA Farmers Market to corner of S. Railroad & E. Main

Dear Trustees,

Thank you for considering the request made by the Central Colorado FoodShed Alliance (CCFA) to relocate the Farmers Market from S. Colorado Ave. to the corner of East Main Street and S. railroad, next to the new splash park.

The Farmers Market is a weekly event that happens every Sunday from 9:00am to 1:00pm from June 6th through October 11th. Taking into account set up and take down time, we are requesting street closure from 6:00am to 2:30pm. You can find more information about the CCFA at www.ccfa.coop.

The Central Colorado FoodShed Alliance is again preparing for the Annual Farmers Market Season. We organize successful Farmers Markets in both Buena Vista and Salida and through these, we support numerous small, local businesses while helping create a vibrant community and healthy economy in our town. Over the years we have tried various locations in Buena Vista. Most recently we have been located next to the Buena Vista Roastery on S. Colorado Ave. This has been an excellent location and both Vendors and Visitors have enjoyed the central location right in the heart of downtown.

We are requesting a change in location this year for the following reasons:

1. We have outgrown the S. Colorado Ave block. Last year we had to turn away great vendors and drop-in vendors because we simply did not have the room. Our interest is in providing space to all vendors who meet our criteria so we need a larger location! The Railroad location will give us plenty of room.
2. The Railroad location will allow all vendors to set up their tent directly in front of their vehicles. Being able to unpack their wares at the set-up location rather than having to haul equipment and inventory down the street decreases stress on vendors, saves time and allows for far more efficiency in set-up and take-down. It is also extremely helpful for vendors with refrigerated vehicles who want to leave some produce, meat, etc. in

refrigeration during the market. It is also helpful for our older vendors, and others who have even physical limitations and for whom hauling equipment and product down the block is very difficult.

3. The new bathrooms at the BV Splash Park are also a huge benefit to us. In the past, we have put undue strain on the Roastery and CKS bathrooms. Porta Potty rentals have been discussed but we feel that the new public restrooms at the Splash Park will solve this problem. It will also provide hand-washing stations which are vital, especially for out food vendors.
4. There will also be higher visibility from HWY 24. As people stop at the traffic light or drive by, our market tents will be visible. Hopefully this will encourage people to turn down East Main Street and explore, not only the Farmers Market, but many of the great businesses up and down East Main.
5. Finally, we just think that it will be fun to be next to the splash park where kids can play while parents shop and enjoy the best the Farmers Market has to offer.

I have talked with several E. Main St. business owners about the idea of relocating the markets. I spoke with Earl Richmond (CKS Main St), Dave Volpe (Boneshaker Cycles) and Joel and Laurie Benson (BV Roastery). Overall, there seemed to be support for the idea and a willingness to try it out and see how it goes for the season. I received feedback that everyone likes having the market next to the Roastery but that it might be nice to have street parking available next to the Roastery on Sundays rather than having the street blocked off for the market. It seemed that people were generally in support of utilizing the space next to the new splash park and utilizing the energy of the Farmers Market, along with the renovated park, to help create a center of activity there.

If we were going to stay on S. Colorado Ave., we would request extending the street closure one block further south in order to accommodate the growing vendor participation in our market.

Thank you for your time and consideration. Please do not hesitate to contact me with questions.

Very Best Regards,

L.Morgan

Liz Morgan
Farmers Market Manager
VP, Board CCFA
Central Colorado FoodShed Alliance
719-966-9837



MEMORANDUM

To: Mayor and Board of Trustees
From: Emily Katsimpalis, Management Analyst & Buena Vista Main Street staff liaison
Date: May 12, 2015
RE: Main Street Painting project during PaddleFest 2015

Dear Mayor Benson and Trustees,

The Buena Vista Main Street Design Committee completed and submitted their 2015 work plan to Main Street Colorado on March 18, 2015.

The PaddleFest Street Painting project was included as part of the Design Committee's work plan for 2015. The project was chosen by the committee to aid in creating a more vibrant, visually appealing atmosphere downtown during PaddleFest, one of the most iconic and popular events that Buena Vista hosts. On March 30, a call for entries for street painting to be displayed during PaddleFest 2015 was posted on the Town of Buena Vista website as well as printed in the Chaffee County Times and Mountain Mail. The Design Committee are curious and eager to see if a project of this nature is possible in Buena Vista (and to test the possibility of replicating this type of event/display during future festivals).

The description as it reads in the committee's submitted work plan:

Themed, temporary street paintings will be created by local artist(s) during PaddleFest, to create a "crumb trail" of artworks to draw people from Hwy 24/E Main along Main St. to the river during event festivities. Means to temporarily beautify the streetscape and include public art/develop collaborative capacity amongst the creative community.

Salida artist Tina Gramann was the singular artist to apply to the call for entries. Tina Gramann is a very talented chalk artist, and we are fortunate to have her talents included and on display during the festival.

- 1) Tina will be creating a Hawaiian, Stand Up Paddleboard (SUP) themed chalk drawing that will be in the intersection of Main Street and Colorado.

From her application:

"I would like to create a vintage 1950s postcard-style inspired image of SUP that harkens to some of the history of the sport with a colorful nod to the Polynesian culture. I will use a combination of Hawaiian inspired images of SUP boards, tikis, flora, and water that is approachable from all sides of the intersection. Viewing historical and cultural perspectives

provides Paddlefest attendees opportunities to become EMPOWERED by where the sport has been and where it is going. (For example, being new-ish to Colorado, the SUP river application blows my mind!) The mission text EMPOWER/PLAY/PARTICIPATE can be incorporated into the image.”

- 2) Tina will also be creating a playful river inspired chalk drawing that will be created at the intersection of Main Street and South Main Street.

From her application:

“Because I truly love creating chalk art and am very comfortable creating large scale images in an efficient manner, I would love to offer a second image for CKS Paddlefest if needed. I would use a bold, colorful, graphic style that appeals to children: river, fish, and a playful mermaid having fun at Paddlefest 2015. The mission text EMPOWER/PLAY/PARTICIPATE can be incorporated into image.”

Artist Bio:

First generation American of parents that immigrated from the Philippines. I am self-taught, inspired by nature, and have over 20 years experience teaching preschool and working in professional theatre. My work is influenced by the imagination of a child, the drama of theatre, and a love of art first inspired in me by my “Tutu,” the Hawaiian word for grandmother.

www.tinagramann.com

Logistics:

The chalk drawings will be done in a 10x10 ft. area in the middle of the following intersections: East Main Street at Colorado and East Main Street at South Main Street (please see the attached PDF diagram of the intersections with 10x10 ft. outlined in the middle of the intersection).

The street between the East Main Street intersection and South Main Street at Cedar Street intersection will be closed between 8:00 a.m.-12:00 p.m. Thursday, May 21. Access to the River Park and South Main will remain open as this only impacts the street on the East side of the community center. The intersection at East Main Street and Colorado will be closed between 7:00 a.m. - 12:00 p.m. Friday, May 22. Access can be taken off of Cedar and Arkansas Street.

Traffic cones will be used to alert and direct drivers through the intersections safely. Barricades and cones will remain in place at the intersection of Main Street and South Main and Cedar Street through Friday morning, May 22 to protect the artwork. After Tina has completed the artwork at Main Street and Colorado all intersections will be open and barricades and traffic cones will be removed so that passerby and PaddleFest attendees can see and enjoy the pieces.

Police will handle the intersection closures, while Public Works will handle the set-up and take-down of barricades and traffic cones.

Board of Trustees
Street Closure Approval
(See Attached Site Map)

Bring to BOT Meeting on: May 12, 2015

Name of Event: PaddleFest Street Painting	Name of Sponsoring Organization/Individual: Main Street Design Committee	
Event Date(s): May 21, 2015 May 22, 2015	Street Closure Start Time: 8:00 AM 7:00 AM	End Time: 12:00 PM 12:00 PM
Location of Event: Main Street – Intersections: Colorado Ave, South Main Street		
Description of Event: PaddleFest Street Art Painting		
Estimated Number of Participants/Spectators: One Artist	Total Number On-Site at One Time: One Artist	
Approved: Yes No		

Comments: See attached memo with project description

CKS PaddleFest 2015 Street Art Locations



Main St. at Colorado



Main St. at South Main St.





Town of Buena Vista Land Use Application Variance

Memo

To: Board of Trustees
From: Dee Miller, Planning Director
Date: May 12, 2015
Re: Variance of front setback

Project Summary: A request to vary the front setback of a house constructed in the R-1 zone is in the wrong location from the required 25' to 24.3", the house was constructed 8" to close to the front lot line.

Overview: The house when originally constructed was located in error, 8" to close to the front property line. Applicant's were unaware of the situation when they purchased the house. Their surveyor discovered the error when they applied for a Lot Line elimination between their lot and the lot to the west of their lot, where they intend to construct a garage. Applicants are attempting to resolve a non-conformity. The variance relieves a hardship.

Criteria for Variance: The variance requested substantially meets 2 out of the 3 criteria for approval;

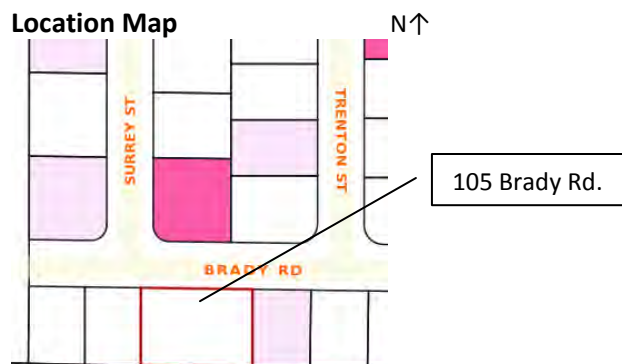
1. **The minimum variance is needed to make possible the reasonable use of the subject land, building or structure.**
2. **It is necessary to relieve hardship or practical difficulty imposed by the strict application of the subject regulation.**
3. **The request to permit a use of land, building or structure that is permitted by right or by special use permit is in the district involved (R-1).**

Planning Commission & Staff Recommendation: To approve the 8" variance from the required setback, making the setback 24'3" instead of 25' for the existing structure only, and to have the approval run with the land.

LUC Sec. 16-245 Setback Requirements for R-1 zone:

	Permitted Setback	Existing Setback
Front	25'	24.3'
Side	5'	7.5'
Rear	15'	21.1'

Location Map





Town of Buena Vista Land Use Application Variance

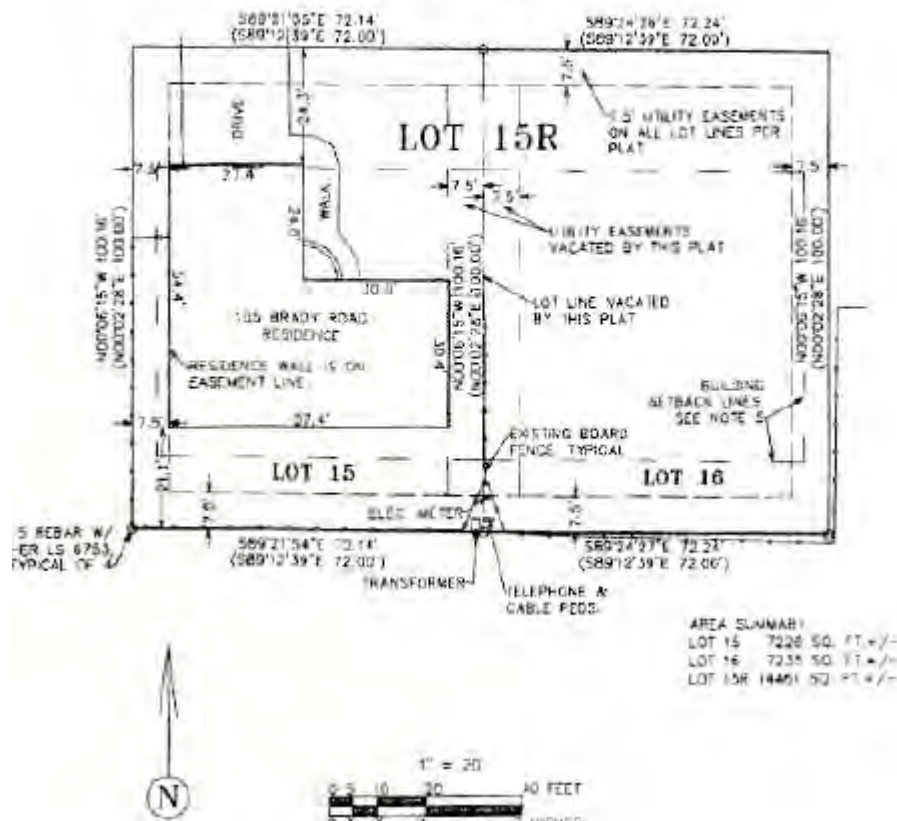
PROJECT ANALYSIS

Public Hearing Dates				
PLANNING COMMISSION:		May 6, 2015		
BOARD OF TRUSTEES:		May 12, 2015		
Application Information				
APPLICANT/OWNER	Christopher Muecke representing Dan and Betty Muecke			
PROJECT ADDRESS	105 Brady Road			
PROP. LEGAL DESCRIPTION	Lot 15 R Muecke Lot Line Elimination			
ZONING	R-1 Low Density			
SURROUNDING ZONES	N – R1	E – R1	S – R-1	W – R-1
SURROUNDING USES	Residential	Residential	Residential	Residential
APPLICATION TYPE	Variance			
PROJECT SUMMARY	To vary the front setback of a house constructed in the wrong location from the required 25' to 24.3", the house was constructed 8" to close to the front lot line.			
Code Criteria / Analysis				
<p>(a) The Board of Trustees shall have the power to authorize variances from the terms of this Chapter as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of this Chapter will in an individual case result in practical difficulty or unnecessary hardship.</p> <p>(e) Variances shall be granted by written resolution, but only to the extent that the variance requested:</p> <p>(i) Is the minimum variance needed to make possible the reasonable use of the subject land, building or structure; (ii) Is necessary to relieve hardship or practical difficulty imposed by the strict application of the subject regulation; (iii) Is not a request to permit a use of land, building or structure that is not permitted by right or by special use permit in the district involved; (iv) two (2) of the following three (3) standards have been substantially met:</p> <p>(1) There are extraordinary or exceptional conditions pertaining to the particular structure, place or property in question that are not applicable to other lands or structures in the same district;</p> <ul style="list-style-type: none"> • Staff Comment: The house is a non-conforming use/structure due to not meeting the front setback requirement. Applicant's state, the house visually appears to be in line with neighboring houses. <p>(2) The requested variance will be in harmony with the purpose and intent of this Chapter and will not adversely impact adjacent properties, the neighborhood or the general welfare; and</p> <ul style="list-style-type: none"> • Staff Comment: The location appears to be in harmony with adjacent uses. No comments have been received from adjacent property owners or review agencies in regard to the variance request. <p>(3) The extraordinary and exceptional circumstances are not the result of the actions of the applicant.</p> <p>(f) In granting a variance, the Board of Trustees may prescribe appropriate conditions and safeguards in conformity with this Chapter. Violations of conditions and safeguards made part of the terms under which a variance is granted shall be deemed violations of this Section and shall be punishable under the general penalty provisions of this Code.</p> <p>(g) The existence of nonconforming land, buildings or structures in the same neighborhood or district, or of permitted or nonconforming uses in other districts, shall not constitute a reason for granting of a requested variance.</p>				
Review Agency Comments: No comments received.				
Plan Compatability: The request is Compatible with the Comprehensive Plan.				



Town of Buena Vista Land Use Application Variance

BRADY ROAD (60' Right of Way)



TOWN OF BUENA VISTA

**RESOLUTION NO. 31
SERIES 2015**

**A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF
BUENA VISTA, COLORADO, GRANTING A SETBACK VARIANCE FOR THE
PROPERTY LOCATED AT 105 BRADY ROAD, BUENA VISTA, COLORADO.**

WHEREAS, Dan and Betty Muecke, (the "Applicants") own 105 Brady Road in the Town of Buena Vista (the "Property"), located in the R-1 zone district;

WHEREAS, Section 16-245 of the Buena Vista Municipal Code (the "Code") requires a front setback of twenty five feet;

WHEREAS, it came to the attention of the Applicants during their lot elimination application process that the existing structure encroached eight inches into the required twenty five foot front setback;

WHEREAS, the Applicants submitted an application for a variance from the front setback requirements on March 23, 2015;

WHEREAS, on May 5, 2015, the Planning and Zoning Commission recommended approval of the variance requested by the Applicants with certain conditions; and

WHEREAS, notice of the public hearing before the Board of Trustees was properly posted and published.

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF
BUENA VISTA, COLORADO, as follows:**

Section 1. The Board of Trustees, having reviewed the application, all information provided and the criteria for variances as detailed in Section 16-62 of the Code, make the following findings:

1. The Applicants have not requested an encroachment larger than exact distance needed to establish the structure as a legal nonconformity. No reduced request will permit the structure to be used in compliance with the Code.
2. The strict application of the Code causes the residence to be in violation of the Code. As a result, any future sale of the property could result in additional issues if this situation is not resolved. In order to come into compliance under the strict application of the Code, without a variance, the Applicant would have to relocate the house which results in a hardship.
3. Applicants are not requesting to use their structure in any way not permitted by right in the R-1 zone.

4. Based upon information contained in the application, the fact that the structure is eight inches into the setback is unique to this Property.
5. Based upon the information contained in the application, there is no noticeable difference between the location of the front of this structure and the location of the fronts of nearby structures.
6. The extraordinary and exceptional circumstances are not the result of the actions of the Applicants. The Applicants did not build the structure and therefore are not responsible for the placement of the structure in the setback.

Section 2. The Board of Trustees concludes that the application for setback variance does conform to the standards set forth in Section 16-62 of the Buena Vista Municipal Code and therefore the variance requests are approved subject to the following condition:

1. This variance shall be a covenant that runs with the land.

ADOPTED this 12th day of May, 2015.

Joel Benson, Mayor

ATTEST:

Mary Jo Bennetts, Town Clerk



Town of Buena Vista Land Use Application Special Use

Memo

To: Board of Trustees
From: Dee Miller, Planning Director
Date: May 12, 2015
Re: Special Use review for 421 E. Main parking and existing accessory structure

Project Summary: Special Use approval is required for Accessory Dwelling Units (ADU) or apartment units contained within a business or commercial building jointly occupied by a use permitted within the zone district. The restaurant is the permitted commercial use, and the structure proposed for the ADU is attached to the rear of the restaurant. This is a request to approve Special Use for an existing structure to be used as an Accessory Dwelling Unit (ADU). Special Use approval takes into consideration the overall use of the property to ensure the uses are compatible, so parking, the gaming area, outdoor lighting, fencing, buffering, noise, etc. are included in the review.

Overview: The attached structure was constructed as an ADU and is currently being used as an apartment prior to approval making it a non-conforming use. Off-street parking is proposed to be exchanged for on-street parking. A fenced game area associated with the restaurant is being located to the west of the kitchen fronting east Main. Two speakers face west from the patio toward the gaming area. A fence will enclose the patio, it will be 3' tall along E. Main, the fence along the west perimeter of the game area will step from 4' tall to 5' tall, and the fence along the south of the game area (approx. 2/3 back into the lot) will be 6' tall. Vegetation 8' tall will be planted behind the 6' portion of the fence to meet the buffering/screening required between commercial and residential uses. Lighting is existing on the awning, no additional outdoor lighting is proposed. The trash receptacle will be adequately screened per code. Three parking spaces will be located adjacent to the ADU with access off the alley, and the remaining required parking spaces will be located on the street.

Criteria for Special Use:

- 1) Ingress/egress is adequately met to the ADU and ADU parking off the alley.
- 2) Noise, dust, and odor are addressed with the required 8' landscaping buffer located behind the 6' fence.
- 3) Off-street parking is addressed for the ADU off the alley, and the lots with the on-street exchange of ingress/egress.
- 4) Utilities are existing and not proposed to change.
- 5) Lighting is existing and not proposed to change, any future outdoor lighting changes require approval.

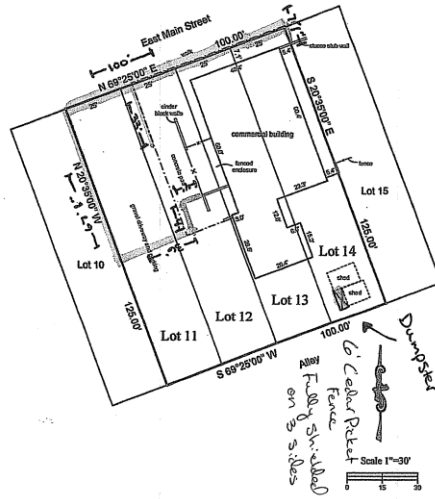
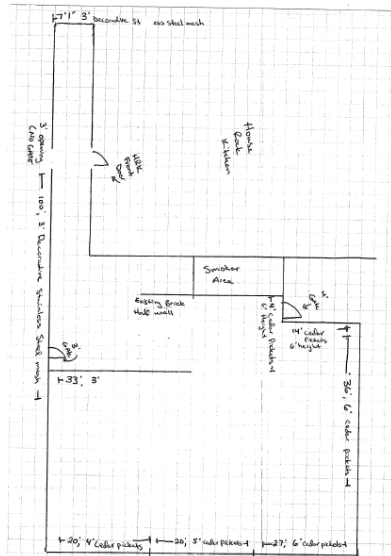
Planning Commission & Staff Recommendation: Grant Special Use for the the 1,400 s.f., 3 bedroom, non-conforming ADU use/structure located at 421 E. Main St. with conditions:

- 1) A 6' fence is permitted to be built along the back of the lot, with a required 8' landscaping buffer;
- 2) The 8 on-street parking spaces meet the parking requirement (3 adjacent to the ADU per the Variance);
- 3) The applicant must comply with the Health Department and county requirements in regard to the seating;
- 4) The dumpster must be screened; and
- 5) Special use approval to run with the land.



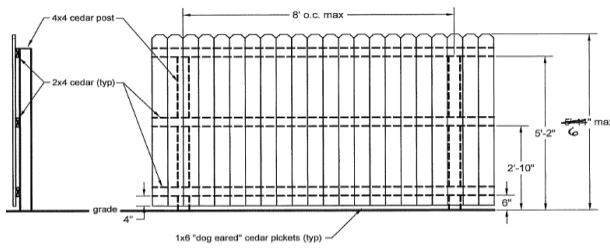
Town of Buena Vista Land Use Application Special Use

Fenced area showing fence height locations (fence ends at back of restaurant, and front of ADU)

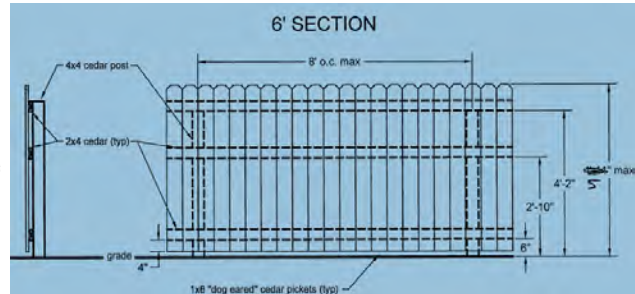


Dumpster screening

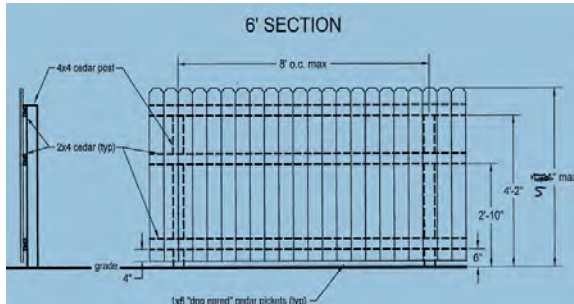
CEDAR FENCE DETAIL



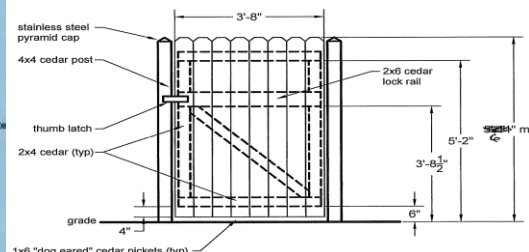
6' SECTION



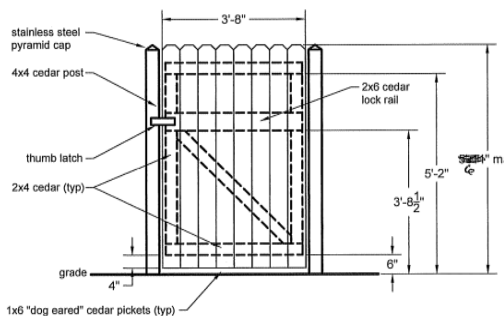
6' SECTION



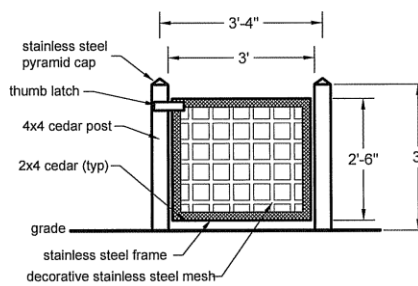
CEDAR GATE DETAIL



CEDAR GATE DETAIL



METAL GATE DETAIL





Town of Buena Vista Land Use Application Special Use

PROJECT ANALYSIS

Public Hearing Dates	
PLANNING COMMISSION:	<u>May 6, 2015</u>
BOARD OF TRUSTEES:	<u>May 12, 2015</u>
Application Information	
APPLICANT/OWNER	Jessica Jones and Ken Cook P.O. Box 1010 BV, CO 81211
PROJECT ADDRESS	421 E. Main St. Buena Vista, CO 81211
PROPERTY LEGAL DESCRIPTION	LOT 11, 12, 13, and 14, Block 4
ZONING	B1 General Business
SURROUNDING ZONES	B1 and B1-OT
SURROUNDING USES	Commercial and residential
APPLICATION TYPE	Special Use
PROJECT SUMMARY/OVERVIEW	<p>The applicant is requesting Special Use review of</p> <p>I) An existing 1,400 s.f., 3 bedroom, structure as an ADU in the B-1 zone. The unit is attached to the rear of the restaurant, and previously used as an office. Since the ADU was constructed as an ADU (with 3 bedrooms, and 1,400 s.f.) it is a non-conforming structure, and it is currently being used, prior to approval, as an ADU, making it a non-conforming use.</p> <p>II) Off-street parking is proposed to be exchanged for on-street parking.</p> <p>III) The Applicant is proposing providing a fenced area adjacent and to the west of the restaurant as a 'game' area for patrons.</p>
Special Uses LUC Sec. 16-61 Review Criteria and Analysis:	
<p>Sec. 16-4 Definitions Special use permit means a permit for a use that is not appropriate generally or without restriction throughout a zone district but which, if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare. Such uses may be permitted in a zoning district by special use permits, if specific provision for granting such special use permits is made in this Chapter.</p> <p>Sec. 16-61 Special Uses</p> <p>(a) A use that is not allowed as a matter of right or without restriction in a zone district may be authorized by special use permit granted by the Board of Trustees. Only uses identified as a special use within a particular zone district may be approved.</p> <p>(b) <u>Special use permits may or may not run with the land</u> and shall be issued subject to safeguards, terms and conditions as deemed necessary and appropriate by the Board of Trustees to protect and preserve the intent and purposes of this Chapter. Violations of the terms and conditions imposed on a special use permit shall be deemed violations of this Section and shall be punishable under the general penalty provisions of this Code.</p> <p>In determining whether to grant a permit, the Board of Trustees shall consider, as applicable, the following factors:</p> <p>(1) Ingress and egress to the property and proposed structures, with particular reference to automotive and pedestrian safety, convenience, traffic flow and control and access in case of fire or catastrophe;</p>	
<p>Staff comment: Exchanging the restaurant parking for the ingress/egress access and allowing it to occur</p>	



Town of Buena Vista Land Use Application Special Use

as on-street parking helps address pedestrian safety.

(2) The need and/or adequacy of off-street parking and loading areas and the economic, noise, glare or odor effects of the special use on adjoining properties and the neighborhood generally;

Staff comment: Off-street parking is required, and parking for the ADU should be located adjacent to the ADU off the alley.

(4) Utilities, with reference to location, availability and compatibility;

Staff comment: Outdoor lighting, music, and noise were not addressed in the application, or on the Site Plan in association with the outdoor seating and gaming area.

(5) Screening and buffering, with reference to type, dimensions and character;

Staff comment: An 8' fence is required for screening/buffering between commercial and residential uses, a 6' fence is proposed. An 8' fence requires a Town Planning Clearance, and a County building permit to be submitted to the Town for processing. Commissioners should determine if this is enough buffering/screening between the proposed uses.

(6) Signs, if any, and proposed exterior lighting, with reference to glare, traffic safety and compatibility and harmony with properties in the neighborhood;

Staff comment: The applicant was approved for a Comprehensive Sign Plan April 1.

(7) Required yards and other open spaces; and

Sec. 13-24. Definitions. Development or development activity means any construction or activity which alters or changes the natural or pre-existing character and/or use(s) of the land on which the construction or activity occurs, excepting residential gardening or landscaping.

Review Agency comments:

BVPD, Jimmy Tidwell – no comment

San. District, Patty Andreas – They use to have grease trap, but don't know if they do now, have applicant contact Sanitation District.

BV Public Works Director, Rich Landreth, was amenable to locating parking on the street and closing off the E. Main entrance to the property as it improves safety for pedestrians along E. Main, and requires alley access to parking on the parcels in the future.

No other comments were received.

Plan Compatability:

The project is compatible with the Comprehensive Plan's Vision to provide services, the community appearance, and the following Goals:

Goal 1.D. BV will support the continuing development of businesses that provide products and services for day to day shopping needs.

Goal 1.E. BV will continue to promote E. Main Street and the historic commercial core as an important community asset in terms of its central location for walking, biking, shopping in its function as a connector between the library, McPhelemy Park, the Museum and the Arkansas River Park.

The project is also compatible with the Downtown Colorado Inc. Study to provide activities in vacant lots that attract tourism.

Staff Recommendation - Special Use Approval with the following conditions to be addressed:

1) LUC Sec. 16-155 (6) requires special use permit approval in the B-1 zone for Apartment units contained within a business or commercial building jointly occupied by a use permitted within the zone district (i.e., a mixed-use building) and accessory dwelling units.

2) LUC Sec. 16-255 (c) development located along E. Main Street shall be exempt from the landscaping standards of this Section, the existing building and street tree appear to meet the frontage buildout requirement.

3) The applicant's Site Plan indicates within the fenced area a 'game area bocce, and badminton courts'



Town of Buena Vista Land Use Application Special Use

are being provided.

- A) A 6' fence is proposed to provide a buffer between the 'game area' and the residential 'ADU' uses. The Code requires a fence or vegetation buffer at least 8' in height. An 8' fence, if required along the north side, will also require a County building permit submitted to the Town Planning Dept.
- B) Noise, music, lighting, etc. associated with the game area, and commercial/residential buffer, need to be addressed for compatibility with adjacent residential uses as part of the Special Use.
- 5) Parking, for the Restaurant and ADU, is addressed in the Variance application.
- 6) Outdoor seating is proposed to expand from the existing 28 seats to approx. 64 seats. Expansion of outdoor seating requires compliance with the Health, Building and Sanitation departments.
- 7) The dumpster is required to be screened per Code.
- 8) Special Use approval for the ADU to run with the Land.

TOWN OF BUENA VISTA

**RESOLUTION NO. 32
SERIES 2015**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, APPROVING A SPECIAL USE PERMIT FOR LOTS 11, 12, 13, AND 14, BLOCK 4, BUENA VISTA COLORADO.

WHEREAS, Kenneth R. Cook and Jessica L. Jones (the “Applicants”) own Lots 11, 12, 13 and 14, Block 4, Buena Vista, Colorado in the B-1 Zone District, with the address of 421 E. Main Street, Buena Vista, Colorado (the “Property”);

WHEREAS, the Applicants operate a restaurant on a portion of the Property;

WHEREAS, also located on the Property is an accessory structure attached to the building in which the restaurant is operated;

WHEREAS, the Applicants desire to use the accessory structure as an accessory dwelling unit;

WHEREAS, accessory dwelling units are only allowed by special use permit in the B-1 zone district if contained within a business or commercial building occupied by a use permitted within the zone district;

WHEREAS, the Applicants submitted an application for a Special Use Permit to use the accessory structure as an accessory dwelling unit on March 13, 2015;

WHEREAS, on May 5, 2015, the Planning and Zoning Commission recommended approval of the Special Use Permit requested by the Applicants with certain conditions; and

WHEREAS, notice of the public hearing before the Board of Trustees was properly posted and published pursuant to Section 16-61 of the Buena Vista Municipal Code (“Code”).

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, as follows:

Section 1. The Board of Trustees, having reviewed the application, all information provided and the criteria for approval of a Special Use Permit as designed in Section 16-61 of the Code, make the following findings:

1. As required in Section 16-155(6), the accessory dwelling unit meets the criteria for Special Use Permit consideration because it is contained within a commercial building occupied by a restaurant which is a use permitted by right in the B-1 zone district.

2. Closing off the access to E. Main Street adjoining Lots 11 and 12 promotes pedestrian safety while access is maintained to the Property.
3. Eight on-street parking spaces are sufficient to meet the parking requirement.
4. Adequate garbage services already exist on the Property. A dumpster is located on Lot 14 adjacent to an existing shed. The addition of the accessory dwelling unit does not require additional garbage services.
5. The current utilities are adequate to serve the accessory dwelling unit and the Applicants do not proposed any changes.
6. To provide a buffer between the commercial and residential uses, the Code requires adequate screening such as a fence or buffer strip of vegetation at least eight (8) feet in height.
7. The Applicants has already applied for and received approved for a Comprehensive Sign Plan on April 15, 2015.
8. The use of the accessory structure as a dwelling unit is compatible with property in the surrounding area and is compliant with the mixed use designation of the B1-Old Town overlay zone district, in which the Property is located.
9. The Applicants already satisfy landscaping requirements and is not required to provide any additional landscaping.

Section 2. The Board of Trustees concludes that the application and proposed use of the Property conforms to the criteria set forth in Section 16-61 the Code and is consistent with the Town's Comprehensive Plan. The Special Use Permit application is hereby approved subject to the following conditions:

1. A 6' fence is permitted to be built along the back of the lot, with a required 8' landscaping buffer.
2. The 8 on-street parking spaces meet the parking requirement.
3. The Applicants must comply with Health Department and county requirements in regard to the seating.
4. The dumpster must be screened at all time.
5. The Special Use Permit shall run with the land.

ADOPTED this 12th day of May, 2015.

Joel Benson, Mayor

ATTEST:

Mary Jo Bennetts, Town Clerk



Town of Buena Vista Land Use Application Variance

Memo

To: Board of Trustees
From: Dee Miller, Planning Director
Date: May 12, 2015
Re: Variance for 421 E. Main Parking and existing accessory structure

Project Summary: A request to vary the off-street parking, and to vary the Code requirements for an Accessory Dwelling Unit (ADU).

Overview:

I) Parking Variance Request - The applicant is requesting to be relieved of off-street parking requirements per LUC Sec. 16-232 in exchange for closing off the ingress/egress access to the lot at 421 E. Main creating a 73' area to relocate the required parking spaces in front of the closed access. The lot requires 6 parking spaces and the ADU requires one parking space per bedroom or 3 parking spaces, 9 total parking spaces. A bike rack is being provided which reduces the parking requirement to 8 parking spaces. Parking for the ADU should take access off the alley and be located adjacent to the ADU for tenant's safety, ease of access, to alleviate conflict with on-street parking of tourists/restaurant patrons otherwise on-street, and since separate access from Mainstreet has not been provided to the ADU.

II) ADU – The 1,400 s.f. unit attached to the rear of the restaurant was originally constructed as a residence with three bedrooms a full kitchen and bathroom, and used as a dwelling unit until it was converted to a conforming office use, approx. 2004. The unit is now being rented as an apartment. Per LUC Sec. 16-154 Offices are permitted uses in the B-1 zone while ADU's and apartments require a Special Use permit. The 1,400 s.f. structure exceeds the 850 s.f. max. size, and exceeds the max. 2 bedrooms allowed for an ADU making it a nonconforming structure and use in the zone district.

Criteria for Variance: The variance requested substantially meets 2 out of the 3 criteria for approval;

1. **The minimum variance is needed to make possible the reasonable use of the subject land, building or structure.**
 - A. There is enough land to provide parking on the lot. The request is a reasonable use of the land. Closing off the ingress/egress access is beneficial for safety of patrons along mainstreet, and provides additional on-street parking.
 - B. This is the minimum variance needed to make reasonable use of the land with the structure as it exists.
2. **It is necessary to relieve hardship or practical difficulty imposed by the strict application of the subject regulation.**
 - A. Parking is a practical difficulty due to the proposed use of the land to provide the game area.
 - B) The ADU is a hardship due to the existing structure.
3. **The request to permit a use of land, building or structure that is permitted by right or by special use permit is in the district involved (R-1).**
 - A. Off-street parking is required for the overall use.
 - B. An ADU is permitted by Special Use approval (see Special Use application).

Planning Commission & Staff Recommendation: Approve the variance with conditions 1.) Parking conditions - the applicant is to locate 3 parking spaces adjacent to the ADU with access from the alley and the Town is to close off the ingress/egress and locate 8 parking spaces on E. Main (because there is stated to be room for 8 within the 73' provided). 2.) Approve the variance structure with the 1,400 s.f. and 3 bedrooms as an ADU, and its use (as an apartment).



Town of Buena Vista Land Use Application Variance

Location Map

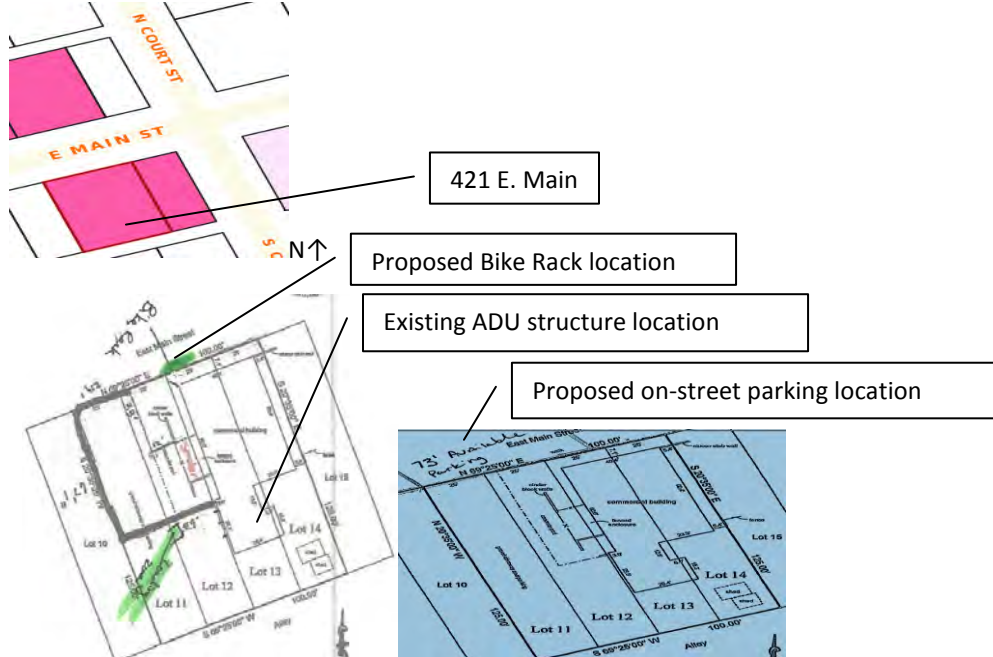


Photo of ingress/egress



PROJECT ANALYSIS

Public Hearing Dates	
PLANNING COMMISSION:	<u>May 6, 2015</u>
BOARD OF TRUSTEES:	<u>May 12, 2015</u>
Application Information	
APPLICANT/OWNER	Jessica Jones and Ken Cook P.O. Box 1010 BV, CO 81211
PROJECT ADDRESS	421 E. Main St. Buena Vista, CO 81211
PROPERTY LEGAL DESCRIPTION	LOT 11, 12, 13, and 14, Block 4
ZONING	B1 General Business
SURROUNDING ZONES	B1 and B1-OT
SURROUNDING USES	Commercial and residential
APPLICATION TYPE	Variance
PROJECT SUMMARY	I) Parking Variance Request - The applicant is requesting to Add parking spaces in front of my building where there is currently ingress/egress. The required off-street parking is proposed to be 'Altered' to relocate the required/existing off-street parking to E. Main St. in front of the



Town of Buena Vista Land Use Application Variance

	<p>existing ingress/egress for the parcel.</p> <p>II) Variance to bring the rear unit at 421 E. Main into conformance (as an ADU/apartment) - The rear unit (office/residence) is nonconforming, the applicant's request for variance and special use is to resolve the non-conformity and receive approval for the ADU / apartment. The application's Comprehensive Site Plan is incomplete and doesn't reflect the application information. Clarification at the Planning Commission meeting was required for staff and Commissioners to understand the request and make a recommendation.</p>
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Overview

Parking Variance Request

1) The property owner met with staff for a pre-application meeting on Feb. 21.

At the pre-application meeting the applicant explained that he owns 4 Lots (Lot #'s 11-14), each lot is 25' wide. He did not plan on using Lot 11 in association with Lots 12, 13, and 14, rather he intends to use Lot 11 for a different project/business.

A) Off-street parking zone standards by zone districts. (1) General Business District (B-1). Parking requirements in this zone district are based on the linear frontage of the property. For every twenty-five (25) linear feet of frontage, the property will be required to provide one and one-half (1.5) spaces that shall be located on the rear or side of the building off of the alley. The parking requirement shall be rounded up at one-half (0.5) or more. LUC Sec. 16-232 (d)

B) Changes in use that do not expand the footprint of the site or the square footage of the structures are exempt from the parking standards, provided that the existing off-street parking remains unaltered. Sec. 16-232 (a)

C) All off-street parking spaces shall be clearly marked, shall have a paved or other all-weather hardened surface of not less than 9'x18' in size, and shall have unobstructed access to a street or alley. If the parking requirement is for 5 or more spaces, the surface shall be concrete, asphalt or pavers. Sec. 16-232 (c).

D) A minimum of thirty-six (36) inches of clearance must be maintained on any public walkway where a bike rack is installed. Single-family residences shall not be required to provide more than two (2) spaces per lot.

Based on the above information, at the pre-ap meeting, staff calculated the parking requirement for only lots 12, 13, and 14. Each lot has 25' linear frontage. 3 lots x 1.5 parking spaces per 25' linear frontage = 4.5 parking spaces, rounded up .5 = 5 parking spaces required, per Sec. 16-232 (d)(1). However, the Land Use Code Sec. 16-257 also requires one parking space per bedroom. The existing structure has 3 bedrooms.

2) Based on Code the following parking is required:

A) If the applicant is using only the 3 lots, **5 parking spaces are required, or 4 parking spaces and a bike rack.**

B) If all 4 lots are being used with 25' linear front footage per lot, then 4 lots x 1.5 parking spaces = **6 parking spaces are required or 5 parking spaces and a bike rack.**

C) **Additionally**, if the office space is permitted to be used as an Accessory Dwelling Unit, the Code requires one parking space to be provided for each bedroom, in this case 3 bedrooms, in addition to the parking required for the principal building/use. **9 total parking spaces required, or 5 parking spaces for the principal use with a bike rack + 3 ADU = 8 total parking spaces.**

D) The on-street parking proposed by closing off the ingress/egress to the property is indicated to be 73 linear feet which would provide room to locate eight, 9' wide parking spaces. However, it appears



Town of Buena Vista Land Use Application Variance

the applicant also included in the on-street 73 linear feet measurement the existing handicapped parking space, if this is true, the eight spaces proposed in the application/site plan would not fit. The applicant also indicates that he will provide a bike rack.

3) **Applicant to clarify whether his plan indicates he is using 3 lots or all 4 lots.** Parking approval for lot 11 should be reserved when the future use is presented in order to address any parking associated with the use on Lot 11, or deferred to Planning Staff for administrative approval when the use is presented, as applicable. For example, if an ADU is proposed to occur on lot 11, it would require one parking space to be provided for each of the two bedrooms. Each of these parking spaces should be provided on the rear of the lot accessing off the alley.

4) The applicant proposes 73' on-street parking area provides room for 8 parking spaces. The 73' appears to include the already delineated handicapped parking space, and there only appears to be enough room to add approx. 6 parking spaces on street in the area proposed. **Applicant should clarify whether the existing handicapped parking space is included within the proposed 73', and how many linear feet remain available to provide the 'new' on-street parking spaces.**

5) Parking for the ADU should be provided on the lot adjacent to the ADU with loading area per Code, and access from the alley.

Accessory Dwelling Unit Variance Request

1) The unit being proposed as an ADU was previously used as an insurance company office space and did not require additional parking in the B-1 zone. An ADU requires one parking space to be provided per bedroom.

The applicant has changed the use from an office and is currently using it as a non-conforming ADU. It is non-conforming due to its current unapproved use as an ADU, and as it does not meet the ADU requirements as follows:

A) The 3 existing of bedrooms exceed the '2' bedrooms permitted for an ADU, and

B) An ADU is required to be between 400 and 850 s.f. The back unit appears to exceed the maximum 850 s.f. size requirements for an ADU as it is depicted in the site plan as being 1,400 s.f.

2) The applicant expressed that the rear unit was previously used as an ADU prior to being used as an office, though

I) Town records do not indicate previous approval as an ADU, and

II) It's been more than 6 months since the use as an ADU occurred as the unit has been used as an office for over a year), making the current ADU use non-conforming.

A) Sec. 16-257(c) and (d) requires an ADU to have a kitchen, equipped with an oven, a two burner stove, a sink, refrigerator/freezer with not less than 6 cubic feet capacity, a bathroom with, at a minimum a sink, toilet and shower. The Site Plan shows that these items are provided. The applicant should clarify the cubic foot capacity of the refrigerator/freezer.

C) The unit is existing and is located on the rear half of the lot as required in the B-1 zone for ADU's.

D) The Variance and Special Use require a determination of compatibility, and harmony and If the exterior of the structure is being re-designed/remodeled, per 16-257, the design, exterior treatments and color of the ADU shall be the same as, or compatible with, the design and exterior color and treatments of the primary building to which it is accessory. The applicant should explain whether any exterior changes will be made to the façade.

NOTE: Once a determination and approval of the Site Plan, Variance, and Special Use are granted through the Planning Commission and Board meeting Public Process, the applicant is required complete



Town of Buena Vista Land Use Application Variance

the plans as approved. To modify the plans in any area requires the applicant to go back through the planning and public meeting process.

Code Criteria / Analysis

(a) The Board of Trustees shall have the power to authorize variances from the terms of this Chapter as will not be contrary to the public interest when, owing to special conditions, a literal enforcement of the provisions of this Chapter will in an individual case result in practical difficulty or unnecessary hardship.

(e) Variances shall be granted by written resolution, but only to the extent that the variance requested:

(i) Is the minimum variance needed to make possible the reasonable use of the subject land, building or structure;

(ii) Is necessary to relieve hardship or practical difficulty imposed by the strict application of the subject regulation;

(iii) Is not a request to permit a use of land, building or structure that is not permitted by right or by special use permit in the district involved; and

(iv) two (2) of the following three (3) standards have been substantially met:

(1) There are extraordinary or exceptional conditions pertaining to the particular structure, place or property in question that are not applicable to other lands or structures in the same district;

(2) The requested variance will be in harmony with the purpose and intent of this Chapter and will not adversely impact adjacent properties, the neighborhood or the general welfare; and

This Chapter has been adopted pursuant to the authority vested in the Town under Article 23, Part 3, of Title 31, C.R.S., and is intended to promote and protect the health, safety and welfare of the citizens and territory of the Town. The provisions of this Chapter shall apply to all land within the Town and shall be liberally construed in order to implement and serve the purposes and goals set forth herein. Unless specifically exempted from its terms, all regulations contained in this Chapter shall apply to the lands and activities of all governmental agencies, whether federal, state, county or municipal, to the extent permitted by law.

(3) The extraordinary and exceptional circumstances are not the result of the actions of the applicant.16-24

(f) In granting a variance, the Board of Trustees may prescribe appropriate conditions and safeguards in conformity with this Chapter. Violations of conditions and safeguards made part of the terms under which a variance is granted shall be deemed violations of this Section and shall be punishable under the general penalty provisions of this Code.

(g) The existence of nonconforming land, buildings or structures in the same neighborhood or district, or of permitted or nonconforming uses in other districts, shall not constitute a reason for granting of a requested variance.

Nonconforming Use Review, Sec. 16-122 Continuance of nonconforming uses.

Sec. 16-122. Continuance of nonconforming uses. Nonconforming uses lawfully existing prior to the enactment of this Chapter, or any amendment thereto, shall be allowed to continue in the same manner and to the same degree as established before their designation or classification as nonconforming uses, subject to the following:

(1) A nonconforming use may only continue within the same land area and/or site coverage as originally established, and may not be expanded or enlarged.

(2) A nonconforming use may not be changed or altered to another nonconforming use and may not be restored or reestablished after having once been changed to a conforming use.

(3) A nonconforming use may not be resumed, restored or reestablished after a discontinuance of six (6) months or more.

(4) A nonconforming use may not be resumed, restored or reestablished when, regardless as to cause,



Town of Buena Vista Land Use Application Variance

the building(s) or structure(s) housing the use has been damaged in excess of sixty percent (60%) of its fair market value immediately preceding the damage, or destroyed in its entirety

Review Agency comments:

BVPD – no comment

San. District – They use to have grease trap, but don't know if they do now, have applicant contact Sanitation District.

BV Public Works – Rich was amenable to locating parking on the street and closing off the E. Main entrance to the property as it improves safety for pedestrians along E. Main, and requires alley access to parking on the parcels in the future.

Plan Compatability:

The project is compatible with the Vision to provide services, the community appearance, Goal 1.D. BV will support the continuing development of businesses that provide products and services for day to day shopping needs.

Goal 1.E. BV will continue to promote E. Main Street and the historic commercial core as an important community asset in terms of its central location for walking, biking, shopping in its function as a connector between the library, McPhelemy Park, the Museum and the Arkansas River Park.

Staff Recommendation - Variance Approval with the following conditions to be addressed:

- 1) Applicant needs to clarify whether 3 or 4 lots are being used in association with the House Rock Café business, in order to clearly determine parking requirements for the House Rock Café, and allow parking to be resolved in the future for the use of vacant lot #11 (as applicable).
- 2) The applicant to provide the three 9'x18' ADU parking spaces with access from the alley and loading (so cars aren't backing onto alley) on lots 12 and 13 adjacent to the ADU. Fencing is not permitted to encroach into three 9'x18' ADU parking spaces or required loading area.
- 3) The remaining 4 or 5 parking spaces (depending on the lots involved) be approved to be located on the street. If all 4 lots are involved, Commissioners should reserve approval of lot 11 to require additional lot 11 parking to be determined with the new use (if a new business with an ADU is to go in for parking to be located off-street in association with the ADU, or the business type requires loading that requires off-street parking access, etc.)
- 3) Applicant to clarify the cubic footage of the refrigerator/freezer meets or exceeds 6 cubic feet, and permit the remaining 5 parking spaces to be re-located to on-street parking on E. Main St. where the current ingress/egress are.
- 4) Applicant to provide the bike rack and locate it per the Site Plan and in compliance with the Land Use Code requirements.
- 5) Since the structure is existing and has been used as an ADU in prior years, approve the ADU to:
 - A) Vary from the 850 s.f. max. square footage to be 1,400 s.f., and
 - B) To vary from the 2 bedroom maximum to have 3 bedrooms.
- 6) Variance approval of the ADU structure and use, and Parking as approved to run with the land.

TOWN OF BUENA VISTA

**RESOLUTION NO. 33
SERIES 2015**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, GRANTING A VARIANCE FOR THE SQUARE FOOTAGE AND NUMBER OF BEDROOMS OF AN ACCESSORY DWELLING UNIT LOCATED ON LOTS 11, 12, 13, AND 14, BLOCK 4, BUENA VISTA COLORADO.

WHEREAS, Kenneth R. Cook and Jessica L. Jones (the “Applicants”) own Lots 11, 12, 13 and 14, Block 4, Buena Vista, Colorado in the B-1 Zone District, with the address of 421 E. Main Street, Buena Vista, Colorado (the “Property”);

WHEREAS, the Applicants operate a restaurant on a portion of the Property;

WHEREAS, also located on the Property is an accessory structure attached to the building in which the restaurant is operated;

WHEREAS, the Applicants submitted an application for a Special Use Permit to use the accessory structure as an accessory dwelling unit, 1,400 square feet in size and containing three bedrooms;

WHEREAS, Section 16-257 of the Buena Vista Municipal Code (the “Code”) limits accessory dwelling units to a maximum of 850 square feet and 2 bedrooms;

WHEREAS, in conjunction with their Special Use Permit application, the Applicants submitted a variance application for the increased square footage and number of bedrooms in their accessory dwelling unit;

WHEREAS, on May 5, 2015, the Planning and Zoning Commission recommended approval of the variance requested by the Applicants with certain conditions; and

WHEREAS, notice of the public hearing before the Board of Trustees was properly posted and published.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, as follows:

Section 1. The Board of Trustees, having reviewed the application, all information provided and the criteria for variances as detailed in Section 16-62 of the Code, make the following findings:

1. The number of bedrooms variance requested is the minimum variance needed to permit the Applicants to utilize the accessory structure as a dwelling unit. The square footage variance is the minimum variance needed to permit to use of the structure as an accessory dwelling unit.

2. The strict application of the Code, which would prohibit the use of the accessory structure as a dwelling unit, does present a hardship or practical difficulty for the Applicants.
3. The use of the accessory structure as a dwelling unit is a use permitted by a special use permit, which the Applicants applied for in conjunction with this variance request.
4. The accessory structure was originally built in its current location and at its current size prior to the adoption of the applicable land use regulations by the Town. Therefore, the size of the accessory structure constitutes an exceptional condition. This exception condition is not the result of any action by the Applicants.

Section 2. The Board of Trustees concludes that the application for the square footage and bedroom variances does satisfy the criteria set forth in Section 16-62 of the Code and therefore the variance requests are approved subject to the following conditions:

1. The variance is approved for both the accessory dwelling unit structure and its use.
2. 1,400 square feet and 3 bedrooms are approved for the accessory dwelling unit.

ADOPTED this 12th day of May, 2015.

Joel Benson, Mayor

ATTEST:

Mary Jo Bennetts, Town Clerk

TOWN OF BUENA VISTA

**RESOLUTION NO. 34
SERIES 2015**

A RESOLUTION OF THE BOARD OF TRUSTEES FOR THE TOWN OF BUENA VISTA, COLORADO, GRANTING A PARKING VARIANCE FOR LOTS 11, 12, 13, AND 14, BLOCK 4, BUENA VISTA COLORADO.

WHEREAS, Kenneth R. Cook and Jessica L. Jones (the “Applicants”) own Lots 11, 12, 13 and 14, Block 4, Buena Vista, Colorado in the B-1 Zone District, with the address of 421 E. Main Street, Buena Vista, Colorado (the “Property”);

WHEREAS, the Applicants operate a restaurant on a portion of the Property;

WHEREAS, also located on the Property is an accessory structure attached to the building in which the restaurant is operated;

WHEREAS, the Applicants submitted an application for a Special Use Permit to use the accessory structure as an accessory dwelling unit;

WHEREAS, Section 16-232 and Table 16.232 of the Buena Vista Municipal Code (the “Code”) require that the Applicants provide either 6 parking spaces or 5 parking spaces and 1 bicycle rack;

WHEREAS, Section 16-257 of the Code requires that accessory dwelling units have one parking space per bedroom;

WHEREAS, the Applicants submitted a variance application for approval of three bedrooms in the accessory dwelling unit;

WHEREAS, the Applicants also submitted this variance application to have the off-street parking requirements waived in exchange for on-street parking by closing off the ingress and egress to the Property adjoining Lots 11 and 12;

WHEREAS, on May 5, 2015, the Planning and Zoning Commission recommended approval of the variance requested by the Applicants with certain conditions; and

WHEREAS, notice of the public hearing before the Board of Trustees was properly posted and published.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BUENA VISTA, COLORADO, as follows:

Section 1. The Board of Trustees, having reviewed the application, all information provided and the criteria for variances as detailed in Section 16-62 of the Code, make the following findings:

1. The closing of the ingress and egress adjoining Lots 11 and 12 and use of the public right of way for eight on-street parking spaces is the minimum variance needed to make possible the reasonable use of the subject land and structures.
2. The variance is necessary to relieve the hardship or practical difficulty of requiring off-street parking on the Property which would be imposed by the strict application of the subject regulation.
3. The Applicants are not requesting a variance for a use not permitted by right or by special use permit in the district involved.
4. The manner and size of the structures on the Property presents an extraordinary or exceptional condition that is not applicable to other lands or structures in the same district. This extraordinary and exceptional condition is not the result of the actions of the Applicants.
5. The mixed use of the building is compatible with property in the surrounding area and is compliant with zoning.

Section 2. The Board of Trustees concludes that the application for the parking space variance does conform to the criteria set forth in Section 16-62 of the Code and therefore, the variance request is approved subject to the following conditions:

1. The Applicants are to locate 3 parking spaces adjacent to the accessory dwelling unit with access from the alley and the Town to locate the 8 parking spaces on E. Main Street and close off the ingress/egress onto E. Main.
2. This variance shall be a covenant that runs with the land.

ADOPTED this 12th day of May, 2015.

Joel Benson, Mayor

ATTEST:

Mary Jo Bennetts, Town Clerk

**TOWN OF BUENA VISTA, COLORADO
ORDINANCE NO. 3
(SERIES OF 2015)**

**AN ORDINANCE OF THE TOWN OF BUENA VISTA, COLORADO,
ADDING A NEW SECTION 10-185 TO ARTICLE VIII OF CHAPTER 10
OF THE BUENA VISTA MUNICIPAL CODE RELATING TO THE
PROHIBITION OF SMOKING AND THE USE OF ELECTRONIC
SMOKING DEVICES IN CERTAIN OUTDOOR PUBLIC LOCATIONS**

WHEREAS, secondhand smoke has been classified as a Class A carcinogen like asbestos by the Environmental Protection Agency;

WHEREAS, health hazards induced by breathing secondhand smoke include lung cancer, heart disease, respiratory infection and decreased respiratory function, including bronchoconstriction and broncho-spasm;

WHEREAS, vapor emitted from electronic smoking devices contain toxins known to cause cancer;

WHEREAS, electronic smoking devices emit vapor containing ultrafine particles which may exacerbate respiratory ailments of individuals involuntarily exposed to such activity;

WHEREAS, the use of electronic smoking devices has increased significantly in recent years; and

WHEREAS, the Board of Trustees desires to amend the Buena Vista Municipal Code to prohibit smoking and the use of electronic smoking devices at locations that affect the health and enjoyment of persons involuntarily exposed to such activity.

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF
THE TOWN OF BUENA VISTA, COLORADO:**

Section 1. A new Section 10-185 is hereby added to Article **VIII** of Chapter 10 of the Buena Vista Municipal Code to read as follows:

Section 10-185 Prohibition of smoking and use of electronic smoking devices in public parks and recreation areas.

(a) Definitions. As used in this Section:

- (1) *Electronic smoking device* means any portable electronically actuated device which in operation causes the user to exhale any smoke, vapor, or other substance resulting in chemically altered human exhalation. *Electronic smoking device* includes any device manufactured, distributed, marketed, or sold as an electronic cigarette, an electronic cigar, an electronic cigarillo, an electronic pipe, an electronic hookah, or under any similar product name or descriptor. The term *electronic smoking device* does not include

any asthma inhaler or other device that has been specifically approved by the United States Food and Drug Administration.

(2) *Public Property* means any real property owned or controlled by the Town of Buena Vista, including without limitation, parks, trails, open space, playgrounds, and recreation facilities.

(3) *Smoke* or *smoking* means inhaling, exhaling, burning or carrying any lighted cigar, cigarette, pipe, or other device containing tobacco.

(b) Prohibition. Smoking and the use of electronic smoking devices on public property is prohibited.

INTRODUCED, READ, ADOPTED AND ORDERED PUBLISHED this 12th day of May, 2015.

THIS ORDINANCE SHALL BECOME EFFECTIVE THIRTY DAYS FROM PUBLICATION.

TOWN OF BUENA VISTA, COLORADO

By: _____
Mayor, Joel Benson

ATTEST:

Town Clerk, Mary Jo Bennetts

(SEAL)



MEMORANDUM

To: Mayor and Board of Trustees
From: Mary Jo Bennetts, Town Clerk
Date: May 8, 2015
RE: Retail Marijuana on the November 2016 Ballot

The City of Gunnison put the marijuana issue on the November 2014 ballot in a coordinated election with the County. The ballot is attached to this memo and includes a marijuana taxation question, a medical marijuana question, and a retail marijuana question. The clerk informed me the cost was approximately \$4000.00 to the City of Gunnison. We will be having a regular election in April of 2016, so if the Town put an issue on the ballot in November 2016, we would have two elections in that year to fund. Our regular election usually runs about \$4000 as a mail ballot election.

Other Towns and Cities that I have contacted have retail centers through Ordinances and only put taxation issues on the ballot. The Town of Breckenridge had a zoning issue on a special election ballot regarding restrictions, after the Ordinance was adopted. I have included that ballot also.

I have included a copy of a sample ordinance form for retail marijuana that CML has on their website. Towns and Cities that have adopted an Ordinance for retail marijuana have those ordinances and their municipal code on their websites.

I would also like to correct some comments on the County situation. Jon Roorda has given me added information after contacting him again for clarification. The County currently has a moratorium on all retail and medical applications until the end of 2015. Underlying the moratorium, the County has regulations that only off-premises cultivation and infused products manufacturing are allowed; and that this use is only permissible in the Industrial Zone. The County has no provision for retail or medical distribution centers. The County did have 6 licenses that were applied for and granted either before Chaffee County had regulations or between the previous moratoriums. Two have since dropped out of the process. These are applications which the state has issued licenses, not applications that are pending. Mr. Roorda feels the Commissioners will leave the moratorium in place to the end of the year and when it is lifted, the County will not be accepting applications for retail or medical centers (distribution); only for cultivation and manufacturing facilities.

BOT action: None required at this time because it is a discussion.

CITY OF GUNNISON UNOFFICIAL NOVEMBER 4, 2014, ELECTION RESULTS
2014 General Election Ballot Questions

Ballot Issue 2A

Marijuana Taxation Question

Shall the City of Gunnison taxes be increased by \$150,000.00 annually in the first full fiscal year and by whatever amounts are raised annually thereafter through the imposition and assessment of an additional sales tax in the amount of five percent (5%) on the sale of medical marijuana, medical marijuana infused products, retail marijuana and retail marijuana products and an excise tax in the amount of five percent (5%) of the cash value of the transaction on the sale by a retail marijuana cultivation facility or retail marijuana products manufacturing facility to a licensed marijuana establishment outside the City of Gunnison, and Shall all revenues derived from such tax collected be spent to defray costs incurred in regulating the marijuana industry, funding social, recreational, and educational programs within the community as may be determined by the City including substance abuse prevention, education and counseling programs, and to promote the general purposes of the City of Gunnison as a voter approved revenue change and an exception to the revenue and spending limits of Article X, Section 20, of the Colorado Constitution?

✓ YES: 1,259 votes 67.04%
NO: 619 votes 32.96%
TOTAL VOTES: 1,878 votes

Ballot Question 2B

Medical Marijuana Question

Should Medical Marijuana Centers (Also Known As Medical Marijuana Dispensaries), Optional premises cultivation operations, and medical marijuana-infused products manufacturers, as authorized by Article XVIII, Section 14 of the Colorado Constitution, be allowed in the City of Gunnison, Colorado, subject to such rules, regulations, limitations and restrictions as may be adopted by City Council?

✓ YES: 1,123 votes 58.92%
NO: 783 votes 41.08%
TOTAL VOTES: 1,906 votes

Ballot Question 2C

Retail Marijuana Question

Should retail marijuana stores, retail marijuana cultivation facilities, retail marijuana products manufacturing facilities, retail marijuana testing facilities, as authorized by Article XVIII, Section 16 of the Colorado Constitution, be allowed in the City of Gunnison, Colorado, subject to such rules, regulations, limitations and restrictions as may be adopted by City Council?

✓ YES: 1,070 votes 55.90%
NO: 844 votes 44.10%
TOTAL VOTES: 1,914 votes



**CERTIFIED STATEMENT AND DETERMINATION
OF ELECTION HELD IN BRECKENRIDGE, COLORADO,
ON TUESDAY, DECEMBER 9, 2014**

STATE OF COLORADO)
)
COUNTY OF SUMMIT) ss.
)
TOWN OF BRECKENRIDGE)

TOWN'S CLERK'S STATEMENT OF VOTES CAST

I, Helen J. Cospolich, Town Clerk of the Town of Breckenridge, Colorado, state as follows:

1. The returns of votes cast at the Special Municipal Election of the Town of Breckenridge, Colorado held on Tuesday, December 9, 2014 have been made to me by the Judges of the Election.
2. From such returns I have made out an abstract of votes cast for the advisory ballot question as required by law.
3. The abstract of votes prepared by me from the returns of votes cast at the election shows as follows:

Special Election Ballot Question

Whole Number of Votes Cast

SHOULD THE BRECKENRIDGE TOWN COUNCIL ENACT A
LOCAL ORDINANCE THAT ALLOWS THE RETAIL SALES OF
MARIJUANA IN THE DOWNTOWN AREA OF
BRECKENRIDGE SUBJECT TO RESTRICTIONS, SUCH AS:

**Yes 400
No 924**

- NO MORE THAN FIVE RETAIL MARIJUANA
STORES CAN BE OPERATED WITHIN THE
DOWNTOWN AREA,
- NO RETAIL MARIJUANA STORE CAN BE LOCATED
ON THE GROUND FLOOR OF ANY STRUCTURE,
- NO MORE THAN ONE RETAIL MARIJUANA STORE
CAN BE LOCATED WITHIN ANY BLOCK.

Total Number Voting: 1,325

Registered Voters: 4,495 (3,084 active voters)

4. Pursuant to Section 1-12-4 of the Breckenridge Town Code, there is only one precinct for all regular and special elections conducted by the Town of Breckenridge, and the abstract of votes cast set forth above is for the Town's one voting precinct.

_____/s/_____
Helen J. Cospolich, Town Clerk

ORDINANCE NO. _____, 2013
AN ORDINANCE OF THE TOWN BOARD/CITY COUNCIL TOWN/CITY OF
_____, COLORADO ENACTING CHAPTER ____ OF THE CODE OF ORDINANCES
REGARDING RETAIL MARIJUANA LOCAL LICENSING AUTHORITY

WHEREAS, on November 7, 2012, the voters of the State of Colorado approved Section 16 of Article XVIII of the Colorado Constitution, which authorized the personal use and possession of recreational marijuana for adults; and

WHEREAS, on May 28, 2013, the governor signed House Bill 13 -1317 into law enacting Title 12, Article 43.4 of the Colorado Revised Statutes (the "Colorado Retail Marijuana Code "), which regulates the cultivation, manufacture, distribution, and sale of retail marijuana; and

WHEREAS, the Colorado Retail Marijuana Code states that on or after October 1, 2013, businesses engaged in the cultivation, manufacture, or sale of marijuana or in the processing of marijuana - infused products shall apply for a license subject to its terms and conditions and any rules promulgated pursuant thereto; and

WHEREAS, the Colorado Constitution also authorizes counties and municipalities in Colorado to prohibit or regulate retail marijuana businesses and to adopt regulations consistent with the intent of the state law

WHEREAS, in order to comply with the Retail Marijuana Code and the new state licensing scheme, the _____ Town Board/City Council has determined to make conforming changes to Article _____, Chapter _____, of the _____ Municipal Code.

NOW, THEREFORE, THE COUNCIL/BOARD OF THE CITY/TOWN OF _____, COLORADO, ORDAINS THAT:

Option A

Section _____ Retail Marijuana Licensing Authority.

(1) The Town Council hereby finds, determines and declares that it has the power to adopt this Article pursuant to:

(a) Section 12- 43.4 -101, et seq., C.R.S. (known as the Retail Marijuana Code);

(b) Section 31 -15 -103, C.R.S. (concerning municipal police powers);

(c) Section 31 -15 -401, C.R.S. (concerning municipal police powers);

(d) Section 31 -15 -501, C.R.S. (concerning municipal authority to regulate businesses).

(2) The _____ (the designee might be the Town Board, City Council, Municipal Judge, Municipal Clerk, Municipal Manager/Administrator, Liquor Licensing Authority, or some other municipal person or entity) shall be the local licensing authority of the City/Town for the licensing of medical marijuana centers, pursuant to this Article, unless the Town Council designates other persons to serve as the local licensing authority by ordinance. The local licensing authority shall possess all powers given to local licensing authorities by the provisions of the Colorado Retail Marijuana Code and rules and regulations promulgated thereunder. Any decision made by the local licensing authority to grant or deny a license, to revoke or suspend a license, or to renew or not renew a license shall be a final decision and may be appealed to the district court pursuant to Rule 106(a)(4) of the Colorado Rules of Civil Procedure.

Section ____ Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the _____, that it is promulgated for the health, safety and welfare of the public and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that this Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section ____ Severability. If any clause, sentence, paragraph, or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section ____ Effective Date. This Ordinance shall become effective ____ (____) days after passage on second reading.

Option B

MARIJUANA LICENSING AUTHORITY

Sec. ____ Creation.

There shall be and is hereby created a Retail Marijuana Licensing Authority, hereafter referred to in this Article as the "Authority".

Sec. ____ Composition.

The Authority shall be _____ person/entity (the designee might be the Town Board, City Council, Municipal Judge, Municipal Clerk, Municipal Manager/Administrator, Liquor Licensing Authority, or some other municipal person or entity).

Sec. ____ Functions.

(a) The Authority shall have the duty and authority pursuant to the Colorado Retail Marijuana Code and this Article to grant or refuse licenses in the manner provided by law.

(b) The Authority shall have all the powers of a Local Licensing Authority as set forth in the Colorado Retail Marijuana Code.

(c) The Authority shall have the power to promulgate rules and regulations concerning the procedures for hearings before the Authority.

(d) The Authority shall have the power to require any applicant or licensee to furnish any relevant information required by the Authority.

(e) The Authority shall have the power to administer oaths and issue subpoenas to require the presence of persons and the production of papers, books and records at any hearing which the Authority is authorized to conduct. Any such subpoena shall be served in the same manner as a subpoena issued by the District Court of the State.

(f) The local licensing authority shall possess all powers given to local licensing authorities by the provisions of the Colorado Retail Marijuana Code and rules and regulations promulgated thereunder. Any decision made by the local licensing authority to grant or deny a license, to revoke or suspend a license, or to renew or not renew a license shall be a final decision and may be appealed to the district court pursuant to Rule 106(a)(4) of the Colorado Rules of Civil Procedure.

Section _____. Safety Clause. The Town Council hereby finds, determines and declares that this Ordinance is promulgated under the general police power of the _____, that it is promulgated for the health, safety and welfare of the public and that this Ordinance is necessary for the preservation of health and safety and for the protection of public convenience and welfare. The Town Council further determines that this Ordinance bears a rational relation to the proper legislative object sought to be attained.

Section _____. Severability. If any clause, sentence, paragraph, or part of this Ordinance or the application thereof to any person or circumstances shall for any reason be adjudged by a court of competent jurisdiction invalid, such judgment shall not affect application to other persons or circumstances.

Section _____. Effective Date. This Ordinance shall become effective _____ (_____) days after passage on second reading.

INTRODUCED, FIRST READ, PASSED AND ORDERED POSTED ON FIRST
READING THIS _____ DAY OF 2013.

ATTEST:

_____, Town Clerk
_____, Mayor

PASSED, ADOPTED, AND APPROVED ON SECOND READING THIS _____ DAY OF 2013.

ATTEST:

_____, Town Clerk

APPROVED AS TO FORM:

_____, Attorney

_____, Mayor



Town of Buena Vista
P.O. Box 2002
Buena Vista CO 81211
Phone: (719)395-8643
Fax: (719)395-8644

DATE: May 12, 2015

TO: Mayor and Board of Trustees

FROM: Brandy Reitter, Town Administrator

SUBJECT: LANDSCAPING PROJECT UPDATE

Project Overview

In 2014 the town paved the East/South Main intersection and road extensions and \$104,600 was left in the budget for trees, landscaping, irrigation, and street lights to complete the project.

The board approved a landscaping contract of \$104,600 on April 28th for the installation of sod, top soil, trees, slag removal, disposal and possible curb cut. The contractor recommended installing streets lights prior to landscaping which make sense.

Current Project Status

The town has already paid Sangre De Cristo to install 4 lights at the community center the week of May 11th. The price for the lights is \$22,133 which is above the budget set aside of \$104,600. Initially staff wanted to wait until 2016 to install lights but based on the recommendation to install the lights prior to landscaping the project can't wait.

Project Budget

Price	Description
\$104,600	Landscaping contract
\$22,133	Installation of 4 streetlights at community center
\$126,733	Total project costs

The town will need to cover a deficit of \$22,133 in order to complete the project.

2015 Cost Savings

There are few projects that will not be completed this year that could cover the deficit:

Price	Description
\$15,000	Planning software
\$60,000	Gateway project loan payment
\$75,000	Total project costs

Recommendation – Three options

1. Motion to redirect funds from the gateway project loan payment to cover the installation of 4 street lights totaling \$22,133.
2. Motion to redirect funds of \$15,000 from the planning software project and use remaining funds of \$7,133 from the gateway project loan payment to cover the installation of 4 street lights totaling \$22,133.



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DATE: May 12, 2015
TO: Mayor and Board of Trustees
FROM: Brandy Reitter, Town Administrator
SUBJECT: TOWN ADMINISTRATOR REPORT

Administration

- Reminders:
 - Thursday, May 14th. BOT policy prioritization facilitation by DOLA at 6 PM, location: Airport.
 - Thursday, May 21st. CML Spring Outreach meeting in Alamosa at 12PM.
- Public Works hiring schedule:
 - First round of interviews finished the week of May 4th.
 - Second round of interviews will be conducted the week of May 11th and trustees will be invited to participate.
 - Hiring committee will make a recommendation based on feedback the week of May 18th.
 - Town Administrator will make an offer with start date.
 - Anticipated start date of early June or sooner.
- Sangre de Cristo informed staff that prices are set to increase on average 1.78% starting June 1st.
- Sangre de Cristo is installing 4 decorative street lights at the community center the week of May 11th. A memo regarding the budget for this project is presented.
- Town should prepare for a larger spring runoff due to recent snow events in May. Public Works has sand bags and will increase the number available to the public.
- Staff has scheduled a pre-construction meeting on May 14th for the landscaping project. Project details and schedule will be provided at the next BOT meeting.
- Town has officially purchased the Mandes hangar we will now be able to collect 100% of our rental revenues on the hangar starting May 1st.
- The fog seal and striping project bid will be published May 14th. The project schedule is below;

Upper Arkansas Water Conservancy District, Augmentation Plan, and Water Planning

- Staff met with Upper Ark on May 5th to follow up on:

- IGA for storage on Cottonwood Reservoir.
 - Upper Ark will have second draft for town and Water Board.
 - May 15th Upper Ark will confirm if town will receive 10 acre-feet of storage per the 2014 negotiated IGA.
- Forrest Service permit renewal.
 - Staff is setting up a meeting with the new District Ranger to discuss partnership with Upper Ark and operating agreement.
- Establishing an augmentation plan for the Town Lake.
 - Upper Ark has agreed to enroll the Town Lake into their augmentation plan to cover evaporation to be compliant with the state regulations.
 - Augmentation plan is scheduled to be complete in 2016.
- BV's interest in Upper Ark perfecting their water rights in Case 04CW96.
 - Upper Ark will include town in agreement with St. Charles Mesa to ensure the town is not injured when Upper Ark completes exchanges to Cottonwood Lake.
 - Negotiations between town and Upper Ark are pending.
- Proposals for the Ivy League Tee waterline connection closed and staff had a bid opening on May 7th. One bid was submitted. Staff will likely rebid in the fall for the following reasons:
 - Ground water will recede.
 - Avoid pumping because irrigation ditches will be dry.
 - Competitive pricing.
- Beldon Street waterline is scheduled and projected completion date is August. Staff will provide a project schedule at the next BOT meeting.
- Well #3 pump, pump house and electrical project will undergo the bidding process beginning the week of May 11th.

Main Street & Creative District, Community/Economic Development Initiatives

- Main Street committees are making progress. Project updates are below:
 - Economic Restructuring committee is working on the text of a brochure that will target prospective Main Street business owners. The goal is to give an information brochure to people interested in opening a business in Buena Vista.
 - The Main Street Board of Directors is working to recruit new members to the Board. Current Board members are reaching out to Main Street business owners.
 - Main Street Promotion and Design committees is working on two physical enhancement projects:
 - Street art during PaddleFest (artist Tina Gramann will be completing chalk drawings in 2 intersections for all to enjoy and see during PaddleFest).

- Unveiling of Photo Opportunity Postcards--large 6ft. tall photos made from historic photos temporarily located on Main Street during PaddleFest, with more placed along Main Street for future festivals throughout the summer season.
- Downtown Colorado, Inc. visited town and conducted training on April 30th and May 1st. We had 28 participants locally and from around the state of Colorado.
- The wayfinding and branding RFP closed and we received 23 proposals. The next steps are:
 - Promotions committee is reviewing proposals and will make a selection.
 - Staff will bring a contract to the next BOT meeting on May 26th.
- Periodically a comprehensive project status sheet will accompany this staff report. That document is attached for the public to review.

This concludes my report. If you have any questions please let me know.

Sincerely,

A handwritten signature in cursive script that reads "Brandy Reitter".

Brandy Reitter, Town Administrator

Buena Vista Project Status Updates - As of 5/4/15

Policy Priority	Department	Project	Description	Year Prioritized	Funded	Status	Status Description	
Community	Planning	Comp Plan	Town vision document.	2015	Yes	In progress	Survey was mailed on 5/4, due back 5/17. Next public meeting 5/21	
Community	Planning	Interactive Planning Software	Tracking, mapping, building, zoning with online capabilities.	2014	Yes	Not scheduled	RFP will go out 3rd quarter.	
Community	Recreation	Splash Park	Downtown park with public restrooms.	2013	Yes/Partially	In progress	Schedule completion by the end of May. Optimist party on 5/16	
Community	Recreation	Historic Gym Restoration	State historical fund project to restore gym and turn into a community facility.	2015	No	Scheduled	Looking into feasibility.	
Community	Recreation	Sunset Vista IV Pocket Park	New park in subdivision.	2014	Yes/Partially	Scheduled	Identifying budget and associated grants	
Community	Recreation	Recreation Event Center	Feasibility study in preparation of 2016 election.	2015	Yes	In progress	RFP published 5/4	
Community	Planning	Code Enforcement	New code enforcement program	2015	Yes	In progress	Hiring completed, drafting program proposal to present to BOT.	
Community	Administration	Certified Local Government	Historic preservation program, partnering with BV Heritage.	2015	Yes	In progress	Draft ordinance is in progress, a presentation will be made to P&Z in May	
Community	Administration	Policy Governance	BOT development.	2015	N/A	In progress	Estes Park trip schedule, drafting policy document, presenting document 3 quarter.	
Community	Public Works	Landscaping	Landscaping improvements on East and South Main Street, along Cedar Street and ball fields, includes 4 street lights.	2013	Yes	In progress	Contract approved, working on irrigation plan, RFP will go out in May for the completion of well pump and pump house.	
Economic Vitality	Planning	Land Use Code	Rewrite of town regulatory document.	2015	Yes	Started		
Economic Vitality	Administration	Urban Inc. Affordable Housing	Low income housing tax project on CR 317.	2015	No	Scheduled	Urban Inc. will submit tax credit application to CHAFA May 1st.	
Economic Vitality	Administration	County IGA	Intergovernmental agreement with county regarding land use and annexations.	2014	N/A	In progress	Working on draft to go to county.	
Economic Vitality	Administration	Wayfinding & Branding	Town marketing and signage campaign.	2014	Yes	In progress	Vendor interviews scheduled.	
Economic Vitality	Airport	Hangar Acquisition	Purchasing Mandes hangar attached to town terminal.	2012	Yes	Completed		
Economic Vitality	Airport	Master Plan	Airport 20 year vision and capital planning document.	2012	Yes	In progress	Next public meeting scheduled for June	
Economic Vitality	Airport	Business Plan	Business plan development.	2012	No	In progress	Airport Advisory board member has drafted the plan. Board will review and make edits.	
Economic Vitality	Airport	Marketing	Marketing planning and development.	2013	Yes	In progress	Marketing plan completed, airport board to approve, Javiation to help with materials.	
Environment	Recreation	Town Dump Assessment	Brownfield mitigation planning.	2015	Yes	Scheduled		
Infrastructure	Airport	Lift Station	Infrastructure to serve hangars and bring sewer system into compliance.	2012	Yes	In progress	Materials ordered for construction, will start on 5/11.	
Infrastructure	Airport	Waterline	REDI grant project to construct infrastructure to serve hangars.	2014	Yes	In progress	Contracts approved, construction scheduled, start on 5/11.	
Infrastructure	Airport	Fog Seal	Fog seal application to runway to aid in snow melt	2013	Yes	In progress	RFP to publish on 5/11 with a closing on 5/22.	

Infrastructure	Public Works	Arizona Trail	Trail and bridge improvements on Arizona Street: CDOT project.	2011	Partially	Delayed	CDOT is determining status of grants because of procedural delays, town is prepared to complete the project if grant is cancelled.	
Infrastructure	Public Works	US 24 Reconstruction	US 24 overlay and reconfiguration.	2013	Yes	Scheduled	Design completed, construction scheduled 2016.	
Infrastructure	Public Works	Gregg Drive Trail	Paving trail on Gregg Drive between Steele Street and Rodeo Road.	2014	Yes	In progress	RFP issued.	
Infrastructure	Water	Ivy League Conversion	Ivy League connection to town water system.	2012	Yes	Scheduled	2016 pending financing.	
Infrastructure	Water	Upper Zone Water Tank	750,000 gallon water storage tank to serve Ivy League and the Upper Zone.	2012	Yes	Scheduled	2016 pending financing.	
Management	Administration	Public Works Director Search	Application closes 4/24.	2015	Yes	In progress	Applications screened, interviews scheduled the week of 5/4.	
Management	Administration	Employee Handbook Update	Updates needed to handbook.	2014	N/A	Scheduled	Employee review committee established.	
Management	Administration	Fiscal Health Priority Based Budgeting	Software tool assessing town's fiscal health and policy priorities.	2014	Yes	In progress	Presentation scheduled 5/12 BOT workshop.	
Management	Finance	Credit Cards	Accepting online payments for all departments.	2014	Yes	Completed		
Management	Finance	Digital Documents	Software to scan town's documents electronically.	2014	Yes	Scheduled	3 quarter.	
Management	Airport	FAA Property Acquisition	Property acquisition of remaining through the fence operations.	2012	Partially	In progress	Offers presented to property owners.	
Management	Administration	StadOps	Strategic planning & organizational development.	2013	Yes	On going	Drafting key performance indicators (KPI), finalizing draft communication plan, identified top 3 policies that need updating, standardizing policy template.	
Management	Public Works	Workorder Software	Software to track work orders and asset management.	2015	Yes	Scheduled	4th quarter.	
Management	Police	Body Cameras	Body Cameras to document PD encounters with the public.	2015	Yes	Completed		
Management	Fire	ARF Truck	Acquiring a working airport specific fire truck.	2013	Partially	Scheduled	4th quarter.	
Management	Fire	Fire CORE	Fundraising program for volunteer fire departments, partnering with Chaffee Fire.	2015	N/A	Scheduled	3rd quarter.	
Management	Fire	Bylaws Update	Policy updates for FD.	2015	N/A	In progress		
Management	Fire	Firehouse Software	Software to track calls, fire inspections, and electronic document storage.	2014	Yes	In progress		
Water	Administration	Upper Ark Cottonwood IGA	Intergovernmental Agreement to increase water storage on Cottonwood Lake.	2013	Partially	In progress	Working draft edits to send to Upper Ark.	
Water	Administration	Water Project Financing	Financing from Colorado Rural Water and Power Authority for Ivy League, and US 24 stormwater culvert upgrades.	2014	No	Scheduled	June application cycle.	
Water	Water	Beldon Waterline	BOT approved paying for the Beldon waterline for South Main so they can serve the 5 more Katrina Cottages.	2015	Yes	Scheduled	Developing a project schedule with RG.	
Water	Water	Arkansas Well #3	Non-potable irrigation 75 foot well located in the River Park.	2013	Yes	In progress	Drilling completed, installing electrical, and pedestal.	
Water	Water	Water Convenience Station	Station located at PW for water sales.	2015	Yes	Scheduled	3rd quarter.	
Key								
	Completed							
	Updated from last distribution							
	New addition							
	No update from last distribution							

Office of the Town Treasurer

Memorandum



To: Board of Trustees, Town of Buena Vista, Colorado
From: Michael J. Hickman, CPA and Town Treasurer
Date: May 8, 2015
Subject: Report Transmittal for the May 12, 2015 Meeting

Town Expenditures

Since the April 23, 2015 report, the Town has issued:

- 80 Accounts Payable checks for Town expenditures for a total of \$651,683.03 (Attachment A1 – A4 check registers).
- ACH withdrawals to the IRS, FPPA, and Colorado Department of Revenue for \$19,961.94 for 1 pay period (Attachment B1 – B2).
- Net payroll of \$50,393.36 for 1 pay period (Attachment C1 – C2).

The breakdown by Fund for AP and payroll-related check disbursements plus the ACH payments is as follows: *(Note that all expenditures are not expenses since some are reimbursed or are withholdings from employees' gross payroll)* Attachments (D1 – D12) show the payments by fund with the accounting codes the checks were charged to.

• General Fund -	\$ 126,995.59
• Water Fund -	\$ 24,369.52
• Capital Improvement Fund	\$ 14,904.80
• Airport Enterprise Fund -	<u>\$ 505,375.06</u>
• Total all Funds -	<u>\$ 671,644.97</u>

Financials to be handed out at the Trustees meeting.



Town of Buena Vista

Check Register

Packet: APPKT00961 - 5/1/2015 Check Run

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOL-Pooled Checking						
000811	ALL WEST OF COLORADO, LLC	05/01/2015	Regular	0.00	950.00	17753
001064	Alpine Lumber	05/01/2015	Regular	0.00	529.68	17754
000336	AMERICAN LEGION	05/01/2015	Regular	0.00	1,450.00	17755
00358	Broadway Total Power	05/01/2015	Regular	0.00	34.60	17756
00594	Brown Dog Cafe	05/01/2015	Regular	0.00	814.00	17757
000040	BUENA VISTA CHAMBER OF COMMI	05/01/2015	Regular	0.00	850.00	17758
00592	CACEO	05/01/2015	Regular	0.00	45.00	17759
000055	CCOERA	05/01/2015	Regular	0.00	3,274.96	17760
001255	CEBT	05/01/2015	Regular	0.00	36,122.19	17761
000036	CHAFFEE COUNTY SHERIFF'S OFFICE	05/01/2015	Regular	0.00	12.00	17762
00457	Chaffee Shuttle	05/01/2015	Regular	0.00	1,400.00	17763
00593	Clarion	05/01/2015	Regular	0.00	2,395.15	17764
000423	COLLEGIATE PEAKS BANK	05/01/2015	Regular	0.00	555.00	17765
000219	Colorado Bureau of Investigation	05/01/2015	Regular	0.00	77.00	17766
000104	Colorado Fourteeners Initiative	05/01/2015	Regular	0.00	250.00	17767
00051	Delta Dental of Colorado	05/01/2015	Regular	0.00	2,604.03	17768
000397	DPC INDUSTRIES, INC.	05/01/2015	Regular	0.00	30.00	17769
001192	Galls/Quartermaster	05/01/2015	Regular	0.00	888.78	17770
00378	Garret Robinson	05/01/2015	Regular	0.00	17.01	17771
001175	Hayes, Phillips, Hoffmann, Parker, V	05/01/2015	Regular	0.00	10,274.12	17772
000340	HI ROCKY STORE	05/01/2015	Regular	0.00	28.45	17773
00517	Jana Schumann	05/01/2015	Regular	0.00	163.40	17774
001302	JK Mechanical Design LLC	05/01/2015	Regular	0.00	21.00	17775
00597	Kenneth Cook	05/01/2015	Regular	0.00	50.00	17776
00140	Liberty National Life Insurance Com	05/01/2015	Regular	0.00	144.81	17777
00137	Mary Jo Bennetts	05/01/2015	Regular	0.00	82.60	17778
00110	Metro Office Solutions	05/01/2015	Regular	0.00	98.07	17779
000141	MILES CONSTRUCTION COMPANY	05/01/2015	Regular	0.00	3,000.00	17780
00596	Newstripe, Inc.	05/01/2015	Regular	0.00	407.42	17781
00345	Nicholas Weiman	05/01/2015	Regular	0.00	110.00	17782
00022	Partsmaster	05/01/2015	Regular	0.00	193.55	17783
001298	PSH Signs & Graphics	05/01/2015	Regular	0.00	350.00	17784
000443	QUILL CORP.	05/01/2015	Regular	0.00	89.97	17785
00511	Randy Hancock	05/01/2015	Regular	0.00	110.00	17786
001053	Riverside Trophies	05/01/2015	Regular	0.00	49.95	17787
000689	SALIDA HOSPITAL DISTRICT	05/01/2015	Regular	0.00	748.42	17788
000174	SANGRE DE CRISTO ELECTRIC ASS'N.	05/01/2015	Regular	0.00	61.61	17789
000478	SIRCHIE FINGER PRINT LABORATORI	05/01/2015	Regular	0.00	152.85	17790
001222	Symbol Arts	05/01/2015	Regular	0.00	95.00	17791
00489	Teresa Bernhard	05/01/2015	Regular	0.00	146.25	17792
001290	U.S. Postal Service	05/01/2015	Regular	0.00	600.46	17793
000405	USA BlueBook	05/01/2015	Regular	0.00	360.40	17794
001254	VSP	05/01/2015	Regular	0.00	513.41	17795
00595	Warrior Kit	05/01/2015	Regular	0.00	2,560.00	17796
001461	Waxie Sanitary Supply	05/01/2015	Regular	0.00	960.94	17797
00248	Wireless Advanced Communications	05/01/2015	Regular	0.00	7,382.62	17798

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Check Register

Packet: APPKT00961-5/1/2015 Check Run

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
000204	WRIGHT WATER ENGINEERS	05/01/2015	Regular	0.00	13,295.45	17799

Bank Code POOL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	62	47	0.00	94,350.15
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	62	47	0.00	94,350.15

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Town of Buena Vista

Check Register

Packet: APPKT00957 - 4/29/2015 Check Run

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOL-Pooled Checking						
000423	COLLEGIATE PEAKS BANK	04/29/2015	Regular	0.00	449,901.05	17746

Bank Code POOL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	449,901.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	449,901.05

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Town of Buena Vista

Check Register

Packet: APPKT00955 - 4/24/2015 Check Run

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: POOL-Pooled Checking						
00111	3D Autoglass & Tire	04/24/2015	Regular	0.00	16.99	17714
000235	ACA PRODUCTS	04/24/2015	Regular	0.00	308.81	17715
000012	AFLAC	04/24/2015	Regular	0.00	334.10	17716
00252	Ascent Aviation Group, Inc.	04/24/2015	Regular	0.00	18,441.65	17717
00554	Avery Parsons Elementary School	04/24/2015	Regular	0.00	46.00	17718
00585	Beach Redi-Mix	04/24/2015	Regular	0.00	392.50	17719
00588	Buena Vista Sportsmans Club	04/24/2015	Regular	0.00	6,600.00	17720
001150	Car Wash, The	04/24/2015	Regular	0.00	212.00	17721
000191	CenturyLink	04/24/2015	Regular	0.00	221.10	17722
000047	CHAFFEE COUNTY COMMISSIONERS	04/24/2015	Regular	0.00	13,252.84	17723
000257	CHAFFEE COUNTY FIRE PROTECTION	04/24/2015	Regular	0.00	1,250.00	17724
000037	CHAFFEE COUNTY TIMES	04/24/2015	Regular	0.00	346.43	17725
00385	Charter Communications	04/24/2015	Regular	0.00	149.80	17726
000426	Collegiate Peaks Paint & Supply	04/24/2015	Regular	0.00	433.73	17727
000397	DPC INDUSTRIES, INC.	04/24/2015	Regular	0.00	1,614.75	17728
00275	Fly-Low Publications	04/24/2015	Regular	0.00	426.00	17729
000385	GRIGGS VACUUMS	04/24/2015	Regular	0.00	179.80	17730
001088	Heart of the Rockies Regional Medic	04/24/2015	Regular	0.00	2,792.36	17731
001314	Jviation, Inc.	04/24/2015	Regular	0.00	26,407.80	17732
001218	Max Snyder	04/24/2015	Regular	0.00	15.00	17733
000734	MCFARLAND OIL INC	04/24/2015	Regular	0.00	2,569.32	17734
00110	Metro Office Solutions	04/24/2015	Regular	0.00	2,996.72	17735
00199	Morning Star Elevator, LLC	04/24/2015	Regular	0.00	295.00	17736
00345	Nicholas Weiman	04/24/2015	Regular	0.00	245.00	17737
001051	Pelino Excavation	04/24/2015	Regular	0.00	50.00	17738
00474	QT Pod	04/24/2015	Regular	0.00	12.67	17739
00122	RG and Associates, LLC	04/24/2015	Regular	0.00	5,446.40	17740
00589	Stan Clauson Associates Inc	04/24/2015	Regular	0.00	21,789.73	17741
00587	TNL Limited	04/24/2015	Regular	0.00	237.00	17742
00516	Total Office Solutions	04/24/2015	Regular	0.00	37.47	17743
000190	UNLIMITED SANITARY, LLC	04/24/2015	Regular	0.00	205.00	17744
000405	USA BlueBook	04/24/2015	Regular	0.00	105.86	17745

Bank Code POOL Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	55	32	0.00	107,431.83
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	55	32	0.00	107,431.83

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Earnings

4-12-2015 - 4-25-2015

Pay Code	Units	Pay Amount
Comp Taken	5.50	101.06
DUI Overtime	8.00	280.00
Holiday (No Soc)	58.00	1,149.00
Hourly	1,577.50	27,442.89
Hourly (No Soc)	454.00	10,484.28
Medical Reimburse	3.00	750.00
OT-1.50 (No Soc)	38.50	1,300.83
Overtime-1.50	23.50	651.75
Overtime-ST (No Soc)	30.25	697.67
Salary	704.50	20,462.91
Salary (No Soc)	96.00	3,076.80
Sick	24.50	475.19
Sick (No Soc)	8.00	220.72
Vacation	142.00	4,182.84
Total:	3,173.25	71,275.94

Benefits

Payday 5-1-2015

Pay Code	Units	Pay Amount
Comp Earned	13.00	0.00
Salary Sick	3.00	0.00
Total:	16.00	0.00

Taxes

Code	Subject To	Employee	Employer
Colorado State T...	64,236.23	2,154.00	0.00
Federal Withhold...	64,236.23	6,542.91	0.00
Medicare Withho...	67,013.35	971.69	971.69
Social Security	50,150.72	3,109.37	3,109.37
Unemployment	71,275.94	0.00	213.81
Total:		12,777.97	4,294.87

Deductions

Code	Subject To	Employee	Employer
AFLAC Post Tax	0.00	98.47	0.00
AFLAC Pre-tax	0.00	68.57	0.00
CCOERA After...	0.00	500.00	0.00
CCOERA Aftr T...	1,451.98	72.60	0.00
COERA 457 A...	0.00	149.75	0.00
Dental Child	0.00	27.90	83.67
Dental EE only	0.00	0.00	111.72
Dental Family	0.00	136.35	408.96
Dental Spouse	0.00	104.88	314.52
FPPA 457 AMT	1,737.60	121.63	0.00
HSA Contribut...	0.00	330.00	0.00
HSA Employer...	0.00	0.00	225.00
Legal Ins Amt	0.00	10.00	0.00
Liberty Life	0.00	72.40	0.00
Medical HD C...	0.00	142.63	427.88
Medical HD EE...	0.00	0.00	302.50
Medical HD Fa...	0.00	370.50	1,111.50
Medical HD S...	0.00	771.25	2,313.75
Medical PPO...	0.00	296.50	889.50
Medical PPO E...	0.00	0.00	2,516.00
Medical PPO F...	0.00	770.00	2,310.00
Medical PPO S...	0.00	1,121.75	3,365.25
Police DDA	12,644.80	0.00	328.76
Police Pension...	5,284.00	422.72	0.00
Police Pension...	2,121.60	265.20	0.00
Police Pension...	8,316.00	706.87	0.00
Police Pension...	15,721.60	0.00	1,257.73
Retirement	36,146.66	1,084.39	1,084.39
Retirement Lo...	0.00	285.57	0.00
Retirement Lo...	0.00	98.26	0.00
Standard Life	0.00	26.56	51.90
VSP Child	0.00	3.56	10.70
VSP EE	0.00	0.00	34.96
VSP Family	0.00	28.80	86.20
VSP Spouse	0.00	17.50	52.40
Total:		8,104.61	17,287.29

941

Federal

6,542.91

Med

971.69

971.69

S/S

3,109.37

3,109.37

14,705.03

Col

2,154.00

FPPA

121.63

328.76

422.72

265.20

704.87

1,257.73

3,102.91

Earnings Recap

Earnings: 71,275.94 Benefits: 0.00 Deductions: 8,104.61 Taxes: 12,777.97 Net Pay: 50,393.36

19,961.94

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Town of Buena Vista

Detail Register

Payroll Summary

Packet:	PYPKT00654	PPE 4/25/2015 Payroll	Pay Period: 4/12/2015 - 4/25/2015
Payroll Set:	01	Town of Buena Vista, CO	Employee Paid: 43
Department:	All	All Department Codes	(Females Paid: 16 Males Paid: 27)

Total Direct Deposits:	50,393.36
Total Check Amounts:	0.00

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Town of Buena Vista

Payroll Check Register

Direct Deposits

Packet: PYPKT00654 - PPE 4/25/2015 Payroll

Payroll Set: 01 - Town of Buena Vista, CO

Employee	Employee #	Date	Amount	Number
Reitter, Brandy N	<u>1070</u>	05/01/2015	200.00	4711
Reitter, Brandy N	<u>1070</u>	05/01/2015	50.00	4711
Reitter, Brandy N	<u>1070</u>	05/01/2015	1,932.41	4711
Jacobs, Melanie A	<u>1142</u>	05/01/2015	887.12	4712
Katsimpalis, Emily	<u>1156</u>	05/01/2015	1,264.86	4713
Leary, Tadd W	<u>0102</u>	05/01/2015	614.20	4714
Pippert, Jeffrey S	<u>0104</u>	05/01/2015	389.17	4715
Starr, Samuel P	<u>0111</u>	05/01/2015	484.06	4716
Van Deel, Jill L.	<u>1094</u>	05/01/2015	1,587.49	4717
Komarek, Richard P.	<u>1114</u>	05/01/2015	93.17	4718
Bennetts, Mary Jo	<u>0818</u>	05/01/2015	1,072.83	4719
Hickman, Michael J.	<u>0100</u>	05/01/2015	2,031.30	4720
Schumann, Jana L	<u>1152</u>	05/01/2015	905.13	4721
Villers, Dixon L	<u>0041</u>	05/01/2015	1,374.52	4722
Rodriques-Prentiss, Mary Yvonne	<u>1105</u>	05/01/2015	915.84	4723
Stromer, Anthony L	<u>1116</u>	05/01/2015	159.86	4724
Lynch, Amy J	<u>1073</u>	05/01/2015	1,073.01	4725
Drawbridge, Patrick K	<u>1108</u>	05/01/2015	696.97	4726
Miller, Dorothy L	<u>0052</u>	05/01/2015	1,434.72	4727
Reynolds, Scott M	<u>1084</u>	05/01/2015	1,100.50	4728
Jones, Julia D	<u>1154</u>	05/01/2015	927.15	4729
Dierking, Tracy D	<u>1159</u>	05/01/2015	992.15	4730
Tidwell, Jimmy D	<u>0008</u>	05/01/2015	2,208.82	4731
Nyberg, Judy A	<u>0087</u>	05/01/2015	948.72	4732
Livingston, Samuel N	<u>0088</u>	05/01/2015	1,772.46	4733
Morgan, Dean L.	<u>1120</u>	05/01/2015	1,792.11	4734
Zirkle, Robert G	<u>1121</u>	05/01/2015	1,140.09	4735
Carland, Robert J	<u>1134</u>	05/01/2015	25.00	4736
Carland, Robert J	<u>1134</u>	05/01/2015	1,212.30	4736
Weiman, Nicholas J	<u>1136</u>	05/01/2015	1,155.96	4737
Robinson, Garret C	<u>1138</u>	05/01/2015	2,069.51	4738
Hancock, Randall L	<u>1139</u>	05/01/2015	1,268.59	4739
Adair, Benjamin W.	<u>1158</u>	05/01/2015	1,536.59	4740
Mitchell, Jesse L	<u>1160</u>	05/01/2015	452.61	4741
Case, Justin J.R.	<u>0015</u>	05/01/2015	1,345.14	4742
Landreth, Richard L	<u>0018</u>	05/01/2015	2,997.18	4743
Landreth, Richard L	<u>0018</u>	05/01/2015	250.00	4743
Snyder, Max Quintin	<u>0030</u>	05/01/2015	955.21	4744
Williams, Shawn L	<u>0073</u>	05/01/2015	1,276.71	4745
Patton, Allen R	<u>0112</u>	05/01/2015	1,379.38	4746
Hager, Jesse S	<u>1157</u>	05/01/2015	1,014.78	4747
Wadsworth, Kathryn A	<u>1135</u>	05/01/2015	1,349.94	4748
Davis, Ashley F	<u>1137</u>	05/01/2015	778.59	4749
Gaulter, Deborah S	<u>720</u>	05/01/2015	86.49	4750
Deffenbaugh, Larry R	<u>1155</u>	05/01/2015	1,374.52	4751
Wilson, Edgar L	<u>0017</u>	05/01/2015	1,086.99	4752
Perez, Patricia J.	<u>0048</u>	05/01/2015	729.21	4753

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Town of Buena Vista

Payroll Check Register

Report Summary

Pay Period: 4/12/2015-4/25/2015

Packet: PYPKT00654 - PPE 4/25/2015 Payroll

Payroll Set: 01 - Town of Buena Vista, CO

Type	Count	Amount
Regular Checks	0	0.00
Manual Checks	0	0.00
Reversals	0	0.00
Voided Checks	0	0.00
Direct Deposits	47	50,393.36
Total	47	50,393.36

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Town of Buena Vista

Board of Trustees Expenditure Report

By Vendor Name

Payment Dates 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 00111 - 3D Autoglass & Tire					
Fund: 07 - Airport Enterprise Fund					
17714	3D Autoglass & Tire	04/24/2015	07-835-4232	Flat Tire Repair	16.99
Fund 07 - Airport Enterprise Fund Total:					16.99
Vendor 00111 - 3D Autoglass & Tire Total:					16.99
Vendor: 000235 - ACA PRODUCTS					
Fund: 01 - General Fund					
17715	ACA PRODUCTS	04/24/2015	01-415-4575	43.19 Tons of Class 6 Road Ba	106.89
17715	ACA PRODUCTS	04/24/2015	01-415-4575	43.19 Tons of Class 6 Road Ba	99.03
17715	ACA PRODUCTS	04/24/2015	01-415-4575	43.19 Tons of Class 6 Road Ba	102.89
Fund 01 - General Fund Total:					308.81
Vendor 000235 - ACA PRODUCTS Total:					308.81
Vendor: 000012 - AFLAC					
Fund: 01 - General Fund					
17716	AFLAC	04/24/2015	01-2121	AFLAC Premiums	81.57
17716	AFLAC	04/24/2015	01-2121	AFLAC Premiums	68.57
17716	AFLAC	04/24/2015	01-2121	AFLAC Premiums	81.58
17716	AFLAC	04/24/2015	01-2121	AFLAC Premiums	68.58
Fund 01 - General Fund Total:					300.30
Fund: 02 - Water Enterprise Fund					
17716	AFLAC	04/24/2015	02-2121	AFLAC Premiums	16.90
17716	AFLAC	04/24/2015	02-2121	AFLAC Premiums	16.90
Fund 02 - Water Enterprise Fund Total:					33.80
Vendor 000012 - AFLAC Total:					334.10
Vendor: 000811 - ALL WEST OF COLORADO, LLC					
Fund: 01 - General Fund					
17753	ALL WEST OF COLORADO, LLC	05/01/2015	01-510-4423	Removal of Lg Storm Damage	950.00
Fund 01 - General Fund Total:					950.00
Vendor 000811 - ALL WEST OF COLORADO, LLC Total:					950.00
Vendor: 001064 - Alpine Lumber					
Fund: 03 - Capital Improvement Fund					
17754	Alpine Lumber	05/01/2015	03-510-4848	2x4s (10)/ 2x8 (1)/ Grip Rite Ri	112.67
17754	Alpine Lumber	05/01/2015	03-510-4848	2x6s (8) and Sheathing for BV	66.80
17754	Alpine Lumber	05/01/2015	03-510-4848	Sheathing for BV Square Restr	109.76
17754	Alpine Lumber	05/01/2015	03-510-4848	1x8 Cedar (15) for BV Square	240.45
Fund 03 - Capital Improvement Fund Total:					529.68
Vendor 001064 - Alpine Lumber Total:					529.68
Vendor: 000336 - AMERICAN LEGION					
Fund: 01 - General Fund					
17755	AMERICAN LEGION	05/01/2015	01-150-4910	2015 Budgeted Public Suppor	1,450.00
Fund 01 - General Fund Total:					1,450.00
Vendor 000336 - AMERICAN LEGION Total:					1,450.00
Vendor: 00252 - Ascent Aviation Group, Inc.					
Fund: 07 - Airport Enterprise Fund					
17717	Ascent Aviation Group, Inc.	04/24/2015	07-1411	Jet-A Fuel	18,349.65
17717	Ascent Aviation Group, Inc.	04/24/2015	07-810-4440	POS Machine Rental - Airport	46.00
17717	Ascent Aviation Group, Inc.	04/24/2015	07-810-4440	POS Machine Rental - Airport	46.00
Fund 07 - Airport Enterprise Fund Total:					18,441.65
Vendor 00252 - Ascent Aviation Group, Inc. Total:					18,441.65

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 00554 - Avery Parsons Elementary School					
Fund: 01 - General Fund					
17718	Avery Parsons Elementary Sch	04/24/2015	01-550-4704	Gym Use: Pickleball 3/1/15 - 4	46.00
				Fund 01 - General Fund Total:	46.00
				Vendor 00554 - Avery Parsons Elementary School Total:	46.00
Vendor: 00585 - Beach Redi-Mix					
Fund: 03 - Capital Improvement Fund					
17719	Beach Redi-Mix	04/24/2015	03-510-4848	2 Hours Pump Time/Travel	392.50
				Fund 03 - Capital Improvement Fund Total:	392.50
				Vendor 00585 - Beach Redi-Mix Total:	392.50
Vendor: 00358 - Broadway Total Power					
Fund: 01 - General Fund					
17756	Broadway Total Power	05/01/2015	01-510-4233	Shock Mounts (4)	34.60
				Fund 01 - General Fund Total:	34.60
				Vendor 00358 - Broadway Total Power Total:	34.60
Vendor: 00594 - Brown Dog Cafe					
Fund: 01 - General Fund					
17757	Brown Dog Cafe	05/01/2015	01-310-4280	Catering for Comprehensive P	814.00
				Fund 01 - General Fund Total:	814.00
				Vendor 00594 - Brown Dog Cafe Total:	814.00
Vendor: 000040 - BUENA VISTA CHAMBER OF COMMERCE					
Fund: 01 - General Fund					
17758	BUENA VISTA CHAMBER OF C	05/01/2015	01-150-4910	2015 Budgeted Public Suppor	850.00
				Fund 01 - General Fund Total:	850.00
				Vendor 000040 - BUENA VISTA CHAMBER OF COMMERCE Total:	850.00
Vendor: 00588 - Buena Vista Sportsmans Club					
Fund: 03 - Capital Improvement Fund					
17720	Buena Vista Sportsmans Club	04/24/2015	03-510-4850	Reimbursement: Grant Funde	6,600.00
				Fund 03 - Capital Improvement Fund Total:	6,600.00
				Vendor 00588 - Buena Vista Sportsmans Club Total:	6,600.00
Vendor: 00592 - CACEO					
Fund: 01 - General Fund					
17759	CACEO	05/01/2015	01-310-4432	2015 CACEO Annual Members	45.00
				Fund 01 - General Fund Total:	45.00
				Vendor 00592 - CACEO Total:	45.00
Vendor: 001150 - Car Wash, The					
Fund: 01 - General Fund					
17721	Car Wash, The	04/24/2015	01-210-4232	Monthly Car Wash Charges:	135.50
17721	Car Wash, The	04/24/2015	01-410-4232	Monthly Car Wash Charges:	20.50
17721	Car Wash, The	04/24/2015	01-510-4232	Monthly Car Wash Charges:	56.00
				Fund 01 - General Fund Total:	212.00
				Vendor 001150 - Car Wash, The Total:	212.00
Vendor: 000055 - CCOERA					
Fund: 01 - General Fund					
17760	CCOERA	05/01/2015	01-2132	CCOERA After-tax contributio	500.00
17760	CCOERA	05/01/2015	01-2132	CCOERA % After-tax contributi	72.60
17760	CCOERA	05/01/2015	01-2132	COERA 457 Contributions	109.75
17760	CCOERA	05/01/2015	01-2130	Retirement Loan Repayment	285.57
17760	CCOERA	05/01/2015	01-2130	Retirement Contribution	1,541.60
				Fund 01 - General Fund Total:	2,509.52
Fund: 02 - Water Enterprise Fund					
17760	CCOERA	05/01/2015	02-2132	COERA 457 Contributions	32.50
17760	CCOERA	05/01/2015	02-2130	Retirement Loan Repayment (98.26

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
17760	CCOERA	05/01/2015	02-2130	Retirement Contribution	458.38
Fund 02 - Water Enterprise Fund Total:					589.14
Fund: 07 - Airport Enterprise Fund					
17760	CCOERA	05/01/2015	07-2132	COERA 457 Contributions	7.50
17760	CCOERA	05/01/2015	07-2130	Retirement Contribution	168.80
Fund 07 - Airport Enterprise Fund Total:					176.30
Vendor 000055 - CCOERA Total:					3,274.96
Vendor: 001255 - CEBT					
Fund: 01 - General Fund					
17761	CEBT	05/01/2015	01-1321	Health Insurance Premium:	30,888.44
Fund 01 - General Fund Total:					30,888.44
Fund: 02 - Water Enterprise Fund					
17761	CEBT	05/01/2015	02-1321	Health Insurance Premium:	4,502.29
Fund 02 - Water Enterprise Fund Total:					4,502.29
Fund: 07 - Airport Enterprise Fund					
17761	CEBT	05/01/2015	07-1321	Health Insurance Premium:	731.46
Fund 07 - Airport Enterprise Fund Total:					731.46
Vendor 001255 - CEBT Total:					36,122.19
Vendor: 000191 - CenturyLink					
Fund: 07 - Airport Enterprise Fund					
17722	CenturyLink	04/24/2015	07-830-4345	Monthly Phone Charges: April	221.10
Fund 07 - Airport Enterprise Fund Total:					221.10
Vendor 000191 - CenturyLink Total:					221.10
Vendor: 000047 - CHAFFEE COUNTY COMMISSIONERS					
Fund: 01 - General Fund					
17723	CHAFFEE COUNTY COMMISSI	04/24/2015	01-130-4433	Dispatch Center Cost Sharing	13,252.84
Fund 01 - General Fund Total:					13,252.84
Vendor 000047 - CHAFFEE COUNTY COMMISSIONERS Total:					13,252.84
Vendor: 000257 - CHAFFEE COUNTY FIRE PROTECTION DIST					
Fund: 01 - General Fund					
17724	CHAFFEE COUNTY FIRE PROTE	04/24/2015	01-230-4415	Fee for Fire Sfty Code Complia	1,250.00
Fund 01 - General Fund Total:					1,250.00
Vendor 000257 - CHAFFEE COUNTY FIRE PROTECTION DIST Total:					1,250.00
Vendor: 000036 - CHAFFEE COUNTY SHERIFF'S OFFICE					
Fund: 01 - General Fund					
17762	CHAFFEE COUNTY SHERIFF'S	05/01/2015	01-210-4415	Summons & Motion Docket #	12.00
Fund 01 - General Fund Total:					12.00
Vendor 000036 - CHAFFEE COUNTY SHERIFF'S OFFICE Total:					12.00
Vendor: 000037 - CHAFFEE COUNTY TIMES					
Fund: 01 - General Fund					
17725	CHAFFEE COUNTY TIMES	04/24/2015	01-130-4416	Monthly Advertising Chgs: Ma	26.28
17725	CHAFFEE COUNTY TIMES	04/24/2015	01-310-4403	Monthly Advertising Chgs: Ma	62.95
17725	CHAFFEE COUNTY TIMES	04/24/2015	01-310-4416	Monthly Advertising Chgs: Ma	101.25
17725	CHAFFEE COUNTY TIMES	04/24/2015	01-410-4416	Monthly Advertising Chgs: Ma	155.95
Fund 01 - General Fund Total:					346.43
Vendor 000037 - CHAFFEE COUNTY TIMES Total:					346.43
Vendor: 00457 - Chaffee Shuttle					
Fund: 01 - General Fund					
17763	Chaffee Shuttle	05/01/2015	01-150-4910	2015 Budgeted Public Suppor	1,400.00
Fund 01 - General Fund Total:					1,400.00
Vendor 00457 - Chaffee Shuttle Total:					1,400.00
Vendor: 00385 - Charter Communications					
Fund: 01 - General Fund					
17726	Charter Communications	04/24/2015	01-130-4414	Monthly Internet Svc-TH/Com	79.90

0.3

Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
17726	Charter Communications	04/24/2015	01-130-4414	Monthly Internet Svc-TH/Com	69.90
				Fund 01 - General Fund Total:	149.80
				Vendor 00385 - Charter Communications Total:	149.80
Vendor: 00593 - Clarion					
Fund: 01 - General Fund					
17764	Clarion	05/01/2015	01-310-4415	Land Development Code Rew	2,395.15
				Fund 01 - General Fund Total:	2,395.15
				Vendor 00593 - Clarion Total:	2,395.15
Vendor: 00007 - CO. Department of Revenue					
Fund: 01 - General Fund					
DFT0002709	CO. Department of Revenue	05/01/2015	01-2118	State WH	1,766.21
				Fund 01 - General Fund Total:	1,766.21
Fund: 02 - Water Enterprise Fund					
DFT0002709	CO. Department of Revenue	05/01/2015	02-2118	State WH	274.39
				Fund 02 - Water Enterprise Fund Total:	274.39
Fund: 07 - Airport Enterprise Fund					
DFT0002709	CO. Department of Revenue	05/01/2015	07-2118	State WH	113.40
				Fund 07 - Airport Enterprise Fund Total:	113.40
				Vendor 00007 - CO. Department of Revenue Total:	2,154.00
Vendor: 000423 - COLLEGIATE PEAKS BANK					
Fund: 01 - General Fund					
17765	COLLEGIATE PEAKS BANK	05/01/2015	01-2126	HSA Contributions	250.00
17765	COLLEGIATE PEAKS BANK	05/01/2015	01-2126	HSA Employer Contributions	165.00
				Fund 01 - General Fund Total:	415.00
Fund: 02 - Water Enterprise Fund					
17765	COLLEGIATE PEAKS BANK	05/01/2015	02-2126	HSA Contributions	40.00
17765	COLLEGIATE PEAKS BANK	05/01/2015	02-2126	HSA Employer Contributions	30.00
				Fund 02 - Water Enterprise Fund Total:	70.00
Fund: 07 - Airport Enterprise Fund					
17765	COLLEGIATE PEAKS BANK	05/01/2015	07-2126	HSA Contributions	40.00
17765	COLLEGIATE PEAKS BANK	05/01/2015	07-2126	HSA Employer Contributions	30.00
				Fund 07 - Airport Enterprise Fund Total:	70.00
				Vendor 000423 - COLLEGIATE PEAKS BANK Total:	555.00
Vendor: 000426 - Collegiate Peaks Paint & Supply					
Fund: 01 - General Fund					
17727	Collegiate Peaks Paint & Suppl	04/24/2015	01-415-4575	3 Gal Traffic Paint/Stripper	154.87
17727	Collegiate Peaks Paint & Suppl	04/24/2015	01-510-4242	1 Gal Gloss Oil	38.75
17727	Collegiate Peaks Paint & Suppl	04/24/2015	01-320-4240	1 Gal Paint/Brush	43.74
				Fund 01 - General Fund Total:	237.36
Fund: 07 - Airport Enterprise Fund					
17727	Collegiate Peaks Paint & Suppl	04/24/2015	07-815-4240	Covers/Tape	10.84
17727	Collegiate Peaks Paint & Suppl	04/24/2015	07-815-4240	5 Gal Paint/Trays/Covers/Tape	185.53
				Fund 07 - Airport Enterprise Fund Total:	196.37
				Vendor 000426 - Collegiate Peaks Paint & Supply Total:	433.73
Vendor: 000219 - Colorado Bureau of Investigation					
Fund: 01 - General Fund					
17766	Colorado Bureau of Investigati	05/01/2015	01-120-4418	Background Check for Liquor	77.00
				Fund 01 - General Fund Total:	77.00
				Vendor 000219 - Colorado Bureau of Investigation Total:	77.00
Vendor: 000104 - Colorado Fourteeners Initiative					
Fund: 01 - General Fund					
17767	Colorado Fourteeners Initiativ	05/01/2015	01-150-4910	2015 Budgeted Public Suppor	250.00
				Fund 01 - General Fund Total:	250.00
				Vendor 000104 - Colorado Fourteeners Initiative Total:	250.00

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 00051 - Delta Dental of Colorado					
Fund: 01 - General Fund					
17768	Delta Dental of Colorado	05/01/2015	01-1322	Dental Insurance Premium: M	2,219.80
Fund 01 - General Fund Total:					2,219.80
Fund: 02 - Water Enterprise Fund					
17768	Delta Dental of Colorado	05/01/2015	02-1322	Dental Insurance Premium: M	256.06
Fund 02 - Water Enterprise Fund Total:					256.06
Fund: 07 - Airport Enterprise Fund					
17768	Delta Dental of Colorado	05/01/2015	07-1322	Dental Insurance Premium: M	128.17
Fund 07 - Airport Enterprise Fund Total:					128.17
Vendor 00051 - Delta Dental of Colorado Total:					2,604.03
Vendor: 000397 - DPC INDUSTRIES, INC.					
Fund: 02 - Water Enterprise Fund					
17728	DPC INDUSTRIES, INC.	04/24/2015	02-715-4251	Caustic Soda Liq Drums (8)/Ch	1,614.75
17769	DPC INDUSTRIES, INC.	05/01/2015	02-715-4251	150# Cylinder of Chlorine	30.00
Fund 02 - Water Enterprise Fund Total:					1,644.75
Vendor 000397 - DPC INDUSTRIES, INC. Total:					1,644.75
Vendor: 00275 - Fly-Low Publications					
Fund: 07 - Airport Enterprise Fund					
17729	Fly-Low Publications	04/24/2015	07-830-4416	1/4 Page Ad - Continuous Run	213.00
17729	Fly-Low Publications	04/24/2015	07-830-4416	1/4 Page Ad - Continuous Run	213.00
Fund 07 - Airport Enterprise Fund Total:					426.00
Vendor 00275 - Fly-Low Publications Total:					426.00
Vendor: 00006 - FPPA Colorado					
Fund: 01 - General Fund					
DFT0002700	FPPA Colorado	05/01/2015	01-2115	Police Death, Disability, & Acci	328.76
DFT0002701	FPPA Colorado	05/01/2015	01-2131	Police Pension Benefit (Emplo	422.72
DFT0002702	FPPA Colorado	05/01/2015	01-2131	Police Pension Benefit (Emplo	265.20
DFT0002703	FPPA Colorado	05/01/2015	01-2131	Police Pension Benefit (Emplo	706.87
DFT0002704	FPPA Colorado	05/01/2015	01-2131	Police Pension (Employer Con	1,257.73
DFT0002705	FPPA Colorado	05/01/2015	01-2115	FPPA 457 Voluntary Contributi	121.63
Fund 01 - General Fund Total:					3,102.91
Vendor 00006 - FPPA Colorado Total:					3,102.91
Vendor: 001192 - Galls/Quartermaster					
Fund: 01 - General Fund					
17770	Galls/Quartermaster	05/01/2015	01-210-4275	Pants/Shirts/Accessories	888.78
Fund 01 - General Fund Total:					888.78
Vendor 001192 - Galls/Quartermaster Total:					888.78
Vendor: 00378 - Garret Robinson					
Fund: 01 - General Fund					
17771	Garret Robinson	05/01/2015	01-210-4480	Gas Reimbursement from Trai	17.01
Fund 01 - General Fund Total:					17.01
Vendor 00378 - Garret Robinson Total:					17.01
Vendor: 00591 - George J Mandes					
Fund: 07 - Airport Enterprise Fund					
17747	George J Mandes	04/29/2015	07-850-4831	George J Mandes - Airport Ha	449,901.05
Fund 07 - Airport Enterprise Fund Total:					449,901.05
Vendor 00591 - George J Mandes Total:					449,901.05
Vendor: 000385 - GRIGGS VACUUMS					
Fund: 01 - General Fund					
17730	GRIGGS VACUUMS	04/24/2015	01-320-4235	Repaire of 2 Vacuums: Sanitai	179.80
Fund 01 - General Fund Total:					179.80
Vendor 000385 - GRIGGS VACUUMS Total:					179.80

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 001175 - Hayes, Phillips, Hoffmann, Parker, Wilson & Carberry, P.C.					
Fund: 01 - General Fund					
17772	Hayes, Phillips, Hoffmann, Par	05/01/2015	01-110-4410	Monthly Attorney Fees: Marc	2,286.00
17772	Hayes, Phillips, Hoffmann, Par	05/01/2015	01-130-4410	Monthly Attorney Fees: Marc	1,155.87
17772	Hayes, Phillips, Hoffmann, Par	05/01/2015	01-135-4410	Monthly Attorney Fees: Marc	126.00
17772	Hayes, Phillips, Hoffmann, Par	05/01/2015	01-210-4410	Monthly Attorney Fees: Marc	468.00
17772	Hayes, Phillips, Hoffmann, Par	05/01/2015	01-310-4410	Monthly Attorney Fees: Marc	4,572.00
Fund 01 - General Fund Total:					8,607.87
Fund: 07 - Airport Enterprise Fund					
17772	Hayes, Phillips, Hoffmann, Par	05/01/2015	07-830-4410	Monthly Attorney Fees: Marc	1,666.25
Fund 07 - Airport Enterprise Fund Total:					1,666.25
Vendor 001175 - Hayes, Phillips, Hoffmann, Parker, Wilson & Carberry, P.C. Total:					10,274.12
Vendor: 001088 - Heart of the Rockies Regional Medical Center					
Fund: 01 - General Fund					
17731	Heart of the Rockies Regional	04/24/2015	01-210-4435	#5 Rent on 713 E. Main St. - P	2,792.36
Fund 01 - General Fund Total:					2,792.36
Vendor 001088 - Heart of the Rockies Regional Medical Center Total:					2,792.36
Vendor: 000340 - HI ROCKY STORE					
Fund: 01 - General Fund					
17773	HI ROCKY STORE	05/01/2015	01-330-4213	F Male Compression for RG	7.49
17773	HI ROCKY STORE	05/01/2015	01-330-4213	F Male Compress for RG/Fem	20.96
Fund 01 - General Fund Total:					28.45
Vendor 000340 - HI ROCKY STORE Total:					28.45
Vendor: 00004 - IRS					
Fund: 01 - General Fund					
DFT0002706	IRS	05/01/2015	01-2117	Federal Withholding	5,397.89
DFT0002707	IRS	05/01/2015	01-2116	Social Sec W/H & exp	4,648.40
DFT0002708	IRS	05/01/2015	01-2116	Medicare W/H & Exp	1,576.14
Fund 01 - General Fund Total:					11,622.43
Fund: 02 - Water Enterprise Fund					
DFT0002706	IRS	05/01/2015	02-2117	Federal Withholding	813.69
DFT0002707	IRS	05/01/2015	02-2116	Social Sec W/H & exp	1,016.32
DFT0002708	IRS	05/01/2015	02-2116	Medicare W/H & Exp	237.68
Fund 02 - Water Enterprise Fund Total:					2,067.69
Fund: 07 - Airport Enterprise Fund					
DFT0002706	IRS	05/01/2015	07-2117	Federal Withholding	331.33
DFT0002707	IRS	05/01/2015	07-2116	Social Sec W/H & exp	554.02
DFT0002708	IRS	05/01/2015	07-2116	Medicare W/H & Exp	129.56
Fund 07 - Airport Enterprise Fund Total:					1,014.91
Vendor 00004 - IRS Total:					14,705.03
Vendor: 00517 - Jana Schumann					
Fund: 01 - General Fund					
17774	Jana Schumann	05/01/2015	01-135-4480	Mileage/Star 12 Reimb: Payro	100.00
17774	Jana Schumann	05/01/2015	01-135-4480	Mileage Reimb: Payroll Law W	63.40
Fund 01 - General Fund Total:					163.40
Vendor 00517 - Jana Schumann Total:					163.40
Vendor: 001302 - JK Mechanical Design LLC					
Fund: 01 - General Fund					
17775	JK Mechanical Design LLC	05/01/2015	01-310-4430	Copies, Scans & Prints: 421 E	21.00
Fund 01 - General Fund Total:					21.00
Vendor 001302 - JK Mechanical Design LLC Total:					21.00

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 001314 - Jviation, Inc.					
Fund: 07 - Airport Enterprise Fund					
17732	Jviation, Inc.	04/24/2015	07-850-4803	AEJ AIP Master Plan Perf Perio	26,407.80
Fund 07 - Airport Enterprise Fund Total:					26,407.80
Vendor 001314 - Jviation, Inc. Total:					26,407.80
Vendor: 00597 - Kenneth Cook					
Fund: 01 - General Fund					
17776	Kenneth Cook	05/01/2015	01-1020	Refund of Deposit for Pulled T	50.00
Fund 01 - General Fund Total:					50.00
Vendor 00597 - Kenneth Cook Total:					50.00
Vendor: 00140 - Liberty National Life Insurance Company					
Fund: 01 - General Fund					
17777	Liberty National Life Insuranc	05/01/2015	01-2127	Liberty Life Insurance	56.40
17777	Liberty National Life Insuranc	05/01/2015	01-2127	Liberty Life Insurance	56.41
Fund 01 - General Fund Total:					112.81
Fund: 02 - Water Enterprise Fund					
17777	Liberty National Life Insuranc	05/01/2015	02-2127	Liberty Life Insurance	16.00
17777	Liberty National Life Insuranc	05/01/2015	02-2127	Liberty Life Insurance	16.00
Fund 02 - Water Enterprise Fund Total:					32.00
Vendor 00140 - Liberty National Life Insurance Company Total:					144.81
Vendor: 00137 - Mary Jo Bennetts					
Fund: 01 - General Fund					
17778	Mary Jo Bennetts	05/01/2015	01-120-4480	Meal and Mileage Reimb: Liq	73.60
17778	Mary Jo Bennetts	05/01/2015	01-120-4481	Meal and Mileage Reimburse	9.00
Fund 01 - General Fund Total:					82.60
Vendor 00137 - Mary Jo Bennetts Total:					82.60
Vendor: 001218 - Max Snyder					
Fund: 02 - Water Enterprise Fund					
17733	Max Snyder	04/24/2015	02-710-4481	Per Diem for Lunch during Fla	15.00
Fund 02 - Water Enterprise Fund Total:					15.00
Vendor 001218 - Max Snyder Total:					15.00
Vendor: 000734 - MCFARLAND OIL INC					
Fund: 01 - General Fund					
17734	MCFARLAND OIL INC	04/24/2015	01-130-4231	Monthly Fuel Charges: March	14.22
17734	MCFARLAND OIL INC	04/24/2015	01-210-4231	Monthly Fuel Charges: March	1,056.49
17734	MCFARLAND OIL INC	04/24/2015	01-230-4231	Monthly Fuel Charges: March	141.22
17734	MCFARLAND OIL INC	04/24/2015	01-410-4231	Monthly Fuel Charges: March	253.20
17734	MCFARLAND OIL INC	04/24/2015	01-410-4234	Monthly Fuel Charges: March	609.90
17734	MCFARLAND OIL INC	04/24/2015	01-510-4231	Monthly Fuel Charges: March	97.81
Fund 01 - General Fund Total:					2,172.84
Fund: 02 - Water Enterprise Fund					
17734	MCFARLAND OIL INC	04/24/2015	02-710-4231	Monthly Fuel Charges: March	352.17
Fund 02 - Water Enterprise Fund Total:					352.17
Fund: 07 - Airport Enterprise Fund					
17734	MCFARLAND OIL INC	04/24/2015	07-830-4231	Monthly Fuel Charges: March	44.31
Fund 07 - Airport Enterprise Fund Total:					44.31
Vendor 000734 - MCFARLAND OIL INC Total:					2,569.32
Vendor: 00110 - Metro Office Solutions					
Fund: 01 - General Fund					
17735	Metro Office Solutions	04/24/2015	01-320-4532	Desk/Conf Table/Desk Chairs/	2,611.14
17735	Metro Office Solutions	04/24/2015	01-310-4211	Fasteners	33.04
17735	Metro Office Solutions	04/24/2015	01-135-4211	File Folders	26.64
17735	Metro Office Solutions	04/24/2015	01-130-4211	Underdesk Keyboard Tray	30.54
17735	Metro Office Solutions	04/24/2015	01-310-4211	Self-Adhesive Laminating She	45.48
17735	Metro Office Solutions	04/24/2015	01-550-4211	10 Reams of Colored Paper	50.32

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
17735	Metro Office Solutions	04/24/2015	01-120-4211	Scissors/Batteries/Pens/Desk	9.62
17735	Metro Office Solutions	04/24/2015	01-130-4211	Scissors/Batteries/Pens/Desk	9.61
17735	Metro Office Solutions	04/24/2015	01-130-4211	Scissors/Batteries/Pens/Desk	54.99
17735	Metro Office Solutions	04/24/2015	01-135-4211	Scissors/Batteries/Pens/Desk	9.61
17735	Metro Office Solutions	04/24/2015	01-310-4211	Scissors/Batteries/Pens/Desk	9.62
17735	Metro Office Solutions	04/24/2015	01-120-4211	Adhesive Hooks/Binder Clips	2.26
17735	Metro Office Solutions	04/24/2015	01-130-4211	Adhesive Hooks/Binder Clips	2.26
17735	Metro Office Solutions	04/24/2015	01-135-4211	Adhesive Hooks/Binder Clips	2.26
17735	Metro Office Solutions	04/24/2015	01-310-4211	Adhesive Hooks/Binder Clips	2.25
17735	Metro Office Solutions	04/24/2015	01-310-4211	File Folders/Plastic Tabs	38.32
17735	Metro Office Solutions	04/24/2015	01-310-4211	2-Hole & 3-Hole Punch	29.59
17735	Metro Office Solutions	04/24/2015	01-120-4211	9x12 Redi-Strip Envelopes	15.68
17735	Metro Office Solutions	04/24/2015	01-140-4216	Coffee Filters	1.62
17779	Metro Office Solutions	05/01/2015	01-120-4211	Copy Paper	11.44
17779	Metro Office Solutions	05/01/2015	01-130-4211	Copy Paper	11.45
17779	Metro Office Solutions	05/01/2015	01-135-4211	Copy Paper	11.45
17779	Metro Office Solutions	05/01/2015	01-310-4211	Copy Paper	11.44
Fund 01 - General Fund Total:					3,030.63
Fund: 02 - Water Enterprise Fund					
17735	Metro Office Solutions	04/24/2015	02-710-4211	Scissors/Batteries/Pens/Desk	9.62
17735	Metro Office Solutions	04/24/2015	02-710-4211	Adhesive Hooks/Binder Clips	2.25
17779	Metro Office Solutions	05/01/2015	02-710-4211	Copy Paper	11.44
Fund 02 - Water Enterprise Fund Total:					23.31
Fund: 07 - Airport Enterprise Fund					
17779	Metro Office Solutions	05/01/2015	07-830-4211	Ink Cartridges (2): Airport	40.85
Fund 07 - Airport Enterprise Fund Total:					40.85
Vendor 00110 - Metro Office Solutions Total:					3,094.79
Vendor: 000141 - MILES CONSTRUCTION COMPANY					
Fund: 01 - General Fund					
17780	MILES CONSTRUCTION COMP	05/01/2015	01-510-4427	Loader: Town Lake April 7, 8,	3,000.00
Fund 01 - General Fund Total:					3,000.00
Vendor 000141 - MILES CONSTRUCTION COMPANY Total:					3,000.00
Vendor: 00199 - Morning Star Elevator, LLC					
Fund: 07 - Airport Enterprise Fund					
17736	Morning Star Elevator, LLC	04/24/2015	07-835-4427	Annual Service to be Perform	295.00
Fund 07 - Airport Enterprise Fund Total:					295.00
Vendor 00199 - Morning Star Elevator, LLC Total:					295.00
Vendor: 00596 - Newstripe, Inc.					
Fund: 01 - General Fund					
17781	Newstripe, Inc.	05/01/2015	01-510-4242	Hopscotch & 4-Square Stencil	407.42
Fund 01 - General Fund Total:					407.42
Vendor 00596 - Newstripe, Inc. Total:					407.42
Vendor: 00345 - Nicholas Weiman					
Fund: 01 - General Fund					
17737	Nicholas Weiman	04/24/2015	01-210-4480	Per Diem for FTO Dev Course	245.00
17782	Nicholas Weiman	05/01/2015	01-210-4480	Meal Per Diem for 2 Days plus	110.00
Fund 01 - General Fund Total:					355.00
Vendor 00345 - Nicholas Weiman Total:					355.00
Vendor: 00022 - Partsmaster					
Fund: 01 - General Fund					
17783	Partsmaster	05/01/2015	01-410-4235	Nuts/Washers/Screws/Therm	193.55
Fund 01 - General Fund Total:					193.55
Vendor 00022 - Partsmaster Total:					193.55

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 001051 - Pelino Excavation					
Fund: 02 - Water Enterprise Fund					
17738	Pelino Excavation	04/24/2015	02-710-3235	Refund of Overpayment for C	50.00
Fund 02 - Water Enterprise Fund Total:					50.00
Vendor 001051 - Pelino Excavation Total:					50.00
Vendor: 001298 - PSH Signs & Graphics					
Fund: 01 - General Fund					
17784	PSH Signs & Graphics	05/01/2015	01-550-4704	Softball Sponsor Banners (3)	350.00
Fund 01 - General Fund Total:					350.00
Vendor 001298 - PSH Signs & Graphics Total:					350.00
Vendor: 00474 - QT Pod					
Fund: 07 - Airport Enterprise Fund					
17739	QT Pod	04/24/2015	07-835-4229	Private Cards, 1-19 Cards	12.67
Fund 07 - Airport Enterprise Fund Total:					12.67
Vendor 00474 - QT Pod Total:					12.67
Vendor: 000443 - QUILL CORP.					
Fund: 01 - General Fund					
17785	QUILL CORP.	05/01/2015	01-310-4211	Business Cards: Wadsworth/D	29.99
17785	QUILL CORP.	05/01/2015	01-550-4211	Business Cards: Wadsworth/D	59.98
Fund 01 - General Fund Total:					89.97
Vendor 000443 - QUILL CORP. Total:					89.97
Vendor: 00511 - Randy Hancock					
Fund: 01 - General Fund					
17786	Randy Hancock	05/01/2015	01-210-4480	Meal Per Diem for 2 Days plus	110.00
Fund 01 - General Fund Total:					110.00
Vendor 00511 - Randy Hancock Total:					110.00
Vendor: 00122 - RG and Associates, LLC					
Fund: 07 - Airport Enterprise Fund					
17740	RG and Associates, LLC	04/24/2015	07-850-3777	Airport Lift Station Design 1/1	2,467.50
17740	RG and Associates, LLC	04/24/2015	07-850-3777	Airport Lift Station Design: 2/	2,978.90
Fund 07 - Airport Enterprise Fund Total:					5,446.40
Vendor 00122 - RG and Associates, LLC Total:					5,446.40
Vendor: 001053 - Riverside Trophies					
Fund: 01 - General Fund					
17787	Riverside Trophies	05/01/2015	01-310-4430	Code Enforcement Officer Des	49.95
Fund 01 - General Fund Total:					49.95
Vendor 001053 - Riverside Trophies Total:					49.95
Vendor: 000689 - SALIDA HOSPITAL DISTRICT					
Fund: 01 - General Fund					
17788	SALIDA HOSPITAL DISTRICT	05/01/2015	01-210-4451	Prisoner ER Charges from Mar	442.85
17788	SALIDA HOSPITAL DISTRICT	05/01/2015	01-210-4451	Prisoner ER Charges from Mar	305.57
Fund 01 - General Fund Total:					748.42
Vendor 000689 - SALIDA HOSPITAL DISTRICT Total:					748.42
Vendor: 000174 - SANGRE DE CRISTO ELECTRIC ASS'N.					
Fund: 01 - General Fund					
17789	SANGRE DE CRISTO ELECTRIC	05/01/2015	01-510-4242	Lights for Tennis Courts & Soft	61.61
Fund 01 - General Fund Total:					61.61
Vendor 000174 - SANGRE DE CRISTO ELECTRIC ASS'N. Total:					61.61
Vendor: 000478 - SIRCHIE FINGER PRINT LABORATORIES					
Fund: 01 - General Fund					
17790	SIRCHIE FINGER PRINT LABOR	05/01/2015	01-210-4260	Test Reagents/Asst. Drug Tests	152.85
Fund 01 - General Fund Total:					152.85
Vendor 000478 - SIRCHIE FINGER PRINT LABORATORIES Total:					152.85

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 00589 - Stan Clauson Associates Inc					
Fund: 01 - General Fund					
17741	Stan Clauson Associates Inc	04/24/2015	01-310-4415	Town of BV Comprehensive Pl	9,566.10
17741	Stan Clauson Associates Inc	04/24/2015	01-310-4415	Tow of BV Comprehensive Pla	12,223.63
Fund 01 - General Fund Total:					21,789.73
Vendor 00589 - Stan Clauson Associates Inc Total:					21,789.73
Vendor: 001222 - Symbol Arts					
Fund: 01 - General Fund					
17791	Symbol Arts	05/01/2015	01-210-4290	Retirement Badge: D. Norman	95.00
Fund 01 - General Fund Total:					95.00
Vendor 001222 - Symbol Arts Total:					95.00
Vendor: 00489 - Teresa Bernhard					
Fund: 01 - General Fund					
17792	Teresa Bernhard	05/01/2015	01-550-4401	Ta kwon do Instruction: Feb &	146.25
Fund 01 - General Fund Total:					146.25
Vendor 00489 - Teresa Bernhard Total:					146.25
Vendor: 00587 - TNL Limited					
Fund: 01 - General Fund					
17742	TNL Limited	04/24/2015	01-320-4240	2 Igniters for Community Ctr	237.00
Fund 01 - General Fund Total:					237.00
Vendor 00587 - TNL Limited Total:					237.00
Vendor: 00516 - Total Office Solutions					
Fund: 02 - Water Enterprise Fund					
17743	Total Office Solutions	04/24/2015	02-710-4211	Perforated Paper for Water Bil	37.47
Fund 02 - Water Enterprise Fund Total:					37.47
Vendor 00516 - Total Office Solutions Total:					37.47
Vendor: 001290 - U.S. Postal Service					
Fund: 02 - Water Enterprise Fund					
17793	U.S. Postal Service	05/01/2015	02-710-4205	April 2015 Water Statements	600.46
Fund 02 - Water Enterprise Fund Total:					600.46
Vendor 001290 - U.S. Postal Service Total:					600.46
Vendor: 000190 - UNLIMITED SANITARY, LLC					
Fund: 01 - General Fund					
17744	UNLIMITED SANITARY, LLC	04/24/2015	01-510-4343	Xtra Wkly Cleaning @ Boat Ra	205.00
Fund 01 - General Fund Total:					205.00
Vendor 000190 - UNLIMITED SANITARY, LLC Total:					205.00
Vendor: 000405 - USA BlueBook					
Fund: 02 - Water Enterprise Fund					
17745	USA BlueBook	04/24/2015	02-715-4244	Ceramic Wt/LMI Repair Kit	105.86
17794	USA BlueBook	05/01/2015	02-715-4251	Chlorine Granules/Free Chlori	360.40
Fund 02 - Water Enterprise Fund Total:					466.26
Vendor 000405 - USA BlueBook Total:					466.26
Vendor: 001254 - VSP					
Fund: 01 - General Fund					
17795	VSP	05/01/2015	01-1323	Vision Insurance Premium: M	429.75
Fund 01 - General Fund Total:					429.75
Fund: 02 - Water Enterprise Fund					
17795	VSP	05/01/2015	02-1323	Vision Insurance Premium: M	59.28
Fund 02 - Water Enterprise Fund Total:					59.28
Fund: 07 - Airport Enterprise Fund					
17795	VSP	05/01/2015	07-1323	Vision Insurance Premium: M	24.38
Fund 07 - Airport Enterprise Fund Total:					24.38
Vendor 001254 - VSP Total:					513.41

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Board of Trustees Expenditure Report

Payment Dates: 4/24/2015 - 5/6/2015

Payment Number	Vendor Name	Payment Date	Account Number	Description (Item)	Amount
Vendor: 00595 - Warrior Kit					
Fund: 01 - General Fund					
17796	Warrior Kit	05/01/2015	01-210-4275	Point Blank Concealable Armo	2,560.00
Fund 01 - General Fund Total:					2,560.00
Vendor 00595 - Warrior Kit Total:					2,560.00
Vendor: 001461 - Waxie Sanitary Supply					
Fund: 01 - General Fund					
17797	Waxie Sanitary Supply	05/01/2015	01-140-4240	Liquid Hand Soap/Toilet Paper	132.40
17797	Waxie Sanitary Supply	05/01/2015	01-320-4235	Liquid Hand Soap/Toilet Paper	132.39
17797	Waxie Sanitary Supply	05/01/2015	01-410-4240	Liquid Hand Soap/Toilet Paper	31.35
17797	Waxie Sanitary Supply	05/01/2015	01-510-4242	Liquid Hand Soap/Toilet Paper	579.43
17797	Waxie Sanitary Supply	05/01/2015	01-510-4242	Soap for Park Restrooms	47.37
17797	Waxie Sanitary Supply	05/01/2015	01-140-4240	Outdoor Mat for Town Hall	38.00
Fund 01 - General Fund Total:					960.94
Vendor 001461 - Waxie Sanitary Supply Total:					960.94
Vendor: 00248 - Wireless Advanced Communications					
Fund: 03 - Capital Improvement Fund					
17798	Wireless Advanced Communic	05/01/2015	03-210-4810	New Vehicle Purchase	7,382.62
Fund 03 - Capital Improvement Fund Total:					7,382.62
Vendor 00248 - Wireless Advanced Communications Total:					7,382.62
Vendor: 000204 - WRIGHT WATER ENGINEERS					
Fund: 02 - Water Enterprise Fund					
17799	WRIGHT WATER ENGINEERS	05/01/2015	02-710-4412	Monthly Water Engineering S	13,295.45
Fund 02 - Water Enterprise Fund Total:					13,295.45
Vendor 000204 - WRIGHT WATER ENGINEERS Total:					13,295.45
Grand Total:					671,644.97

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Report Summary

Fund Summary

Fund	Payment Amount
01 - General Fund	126,995.59
02 - Water Enterprise Fund	24,369.52
03 - Capital Improvement Fund	14,904.80
07 - Airport Enterprise Fund	505,375.06
Grand Total:	671,644.97

Account Summary

Account Number	Account Name	Payment Amount
01-1020	Deposits	50.00
01-110-4410	Legal	2,286.00
01-120-4211	Office Supplies	39.00
01-120-4418	Background Check - Non	77.00
01-120-4480	Travel & Training Costs	73.60
01-120-4481	Restaurant Meals for Tra	9.00
01-130-4211	Office Supplies	108.85
01-130-4231	Vehicle Gas	14.22
01-130-4410	Legal	1,155.87
01-130-4414	IT Services	149.80
01-130-4416	Advertising / Public Rela	26.28
01-130-4433	Dispatch Services	13,252.84
01-1321	Prepaid CEBT	30,888.44
01-1322	Prepaid Delta Dental	2,219.80
01-1323	Prepaid VSP insurance	429.75
01-135-4211	Office Supplies	49.96
01-135-4410	Legal	126.00
01-135-4480	Travel & Training Costs	163.40
01-140-4216	Operating Supplies	1.62
01-140-4240	Building Maintenance Su	170.40
01-150-4910	Support to Community B	3,950.00
01-210-4231	Vehicle Gas	1,056.49
01-210-4232	Vehicle Maintenance Su	135.50
01-210-4260	Drug Investigation Suppli	152.85
01-210-4275	Uniform / Work Wear	3,448.78
01-210-4290	Miscellaneous	95.00
01-210-4410	Legal	468.00
01-210-4415	Professional Fees for Ou	12.00
01-210-4435	Building Rent	2,792.36
01-210-4451	Prisoner Medical Treatm	748.42
01-210-4480	Travel & Training Costs	482.01
01-2115	FPPA Payables	450.39
01-2116	FICA Payable	6,224.54
01-2117	FWH Payable	5,397.89
01-2118	SWH Payable	1,766.21
01-2121	AFLAC Payable	300.30
01-2126	Health Savings Account	415.00
01-2127	Liberty Life Ins Payable	112.81
01-2130	CCOERA Payable	1,827.17
01-2131	FPPA Payable - Retireme	2,652.52
01-2132	CCOERA 457 Payable	682.35
01-230-4231	Vehicle Gas	141.22
01-230-4415	Professional Fees for Ou	1,250.00
01-310-4211	Office Supplies	199.73
01-310-4280	Meeting Food Provided	814.00
01-310-4403	Publication of Public No	62.95
01-310-4410	Legal	4,572.00
01-310-4415	Professional Fees for Ou	24,184.88
01-310-4416	Advertising / Public Rela	101.25

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Account Summary

Account Number	Account Name	Payment Amount
01-310-4430	Printing Services	70.95
01-310-4432	Memberships / Dues	45.00
01-320-4235	Maintenance Supplies	312.19
01-320-4240	Building Maintenance Su	280.74
01-320-4532	Office Furniture Purchas	2,611.14
01-330-4213	Computer Supplies	28.45
01-410-4231	Vehicle Gas	253.20
01-410-4232	Vehicle Maintenance Su	20.50
01-410-4234	Equipment Gas & Oil	609.90
01-410-4235	Maintenance Supplies	193.55
01-410-4240	Building Maintenance Su	31.35
01-410-4416	Advertising / Public Rela	155.95
01-415-4575	Street Maintenance	463.68
01-510-4231	Vehicle Gas	97.81
01-510-4232	Vehicle Maintenance Su	56.00
01-510-4233	Equipment Maintenance	34.60
01-510-4242	Park Maintenance Suppli	1,134.58
01-510-4343	Sewer	205.00
01-510-4423	Tree Pruning	950.00
01-510-4427	Maintenance Services Pr	3,000.00
01-550-4211	Office Supplies	110.30
01-550-4401	Contract Labor	146.25
01-550-4704	Sports/Athletics	396.00
02-1321	Prepaid CEBT	4,502.29
02-1322	Prepaid Delta Dental	256.06
02-1323	Prepaid VSP insurance	59.28
02-2116	FICA Payable	1,254.00
02-2117	FWH Payable	813.69
02-2118	SWH Payable	274.39
02-2121	AFLAC Payable	33.80
02-2126	Health Savings Account	70.00
02-2127	Liberty Life Ins Payable	32.00
02-2130	CCOERA Payable	556.64
02-2132	CCOERA 457 Payable	32.50
02-710-3235	Water Supply permit	50.00
02-710-4205	Postage	600.46
02-710-4211	Office Supplies	60.78
02-710-4231	Vehicle Gas	352.17
02-710-4412	Engineering Fees	13,295.45
02-710-4481	Restaurant Meals for Tra	15.00
02-715-4244	Plant Operating Supplies	105.86
02-715-4251	Chemicals	2,005.15
03-210-4810	Vehicle Purchase	7,382.62
03-510-4848	Park & Rec Amenities	922.18
03-510-4850	Remote Airstrip	6,600.00
07-1321	Prepaid CEBT	731.46
07-1322	Prepaid Delta Dental	128.17
07-1323	Prepaid VSP insurance	24.38
07-1411	Fuel Inventory	18,349.65
07-2116	FICA Payable	683.58
07-2117	FWH Payable	331.33
07-2118	SWH Payable	113.40
07-2126	Health Savings Account	70.00
07-2130	CCOERA Payable	168.80
07-2132	CCOERA 457 Payable	7.50
07-810-4440	Credit Card Processing F	92.00
07-815-4240	Building Maintenance Su	196.37
07-830-4211	Office Supplies	40.85

D-13

Account Summary

Account Number	Account Name	Payment Amount
07-830-4231	Vehicle Gas	44.31
07-830-4345	Telephone Service	221.10
07-830-4410	Legal	1,666.25
07-830-4416	Advertising / Public Rela	426.00
07-835-4229	Fuel Island/Tank Mainte	12.67
07-835-4232	Vehicle Maintenance Su	16.99
07-835-4427	Maintenance Services Pr	295.00
07-850-3777	CDOT Discretionary Gran	5,446.40
07-850-4803	Master Plan	26,407.80
07-850-4831	Building Remodeling	449,901.05
	Grand Total:	671,644.97

Project Account Summary

Project Account Key	Payment Amount
None	671,644.97
Grand Total:	671,644.97

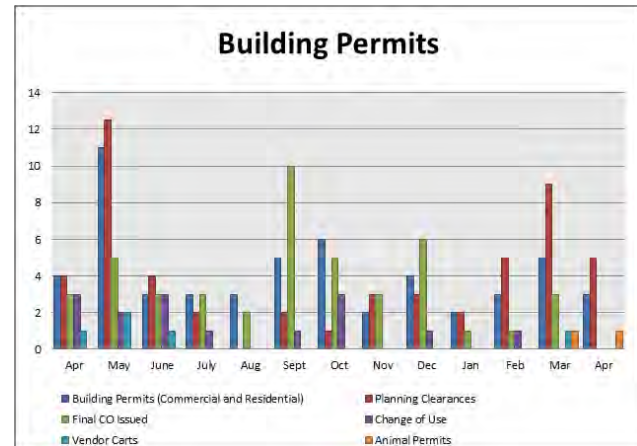
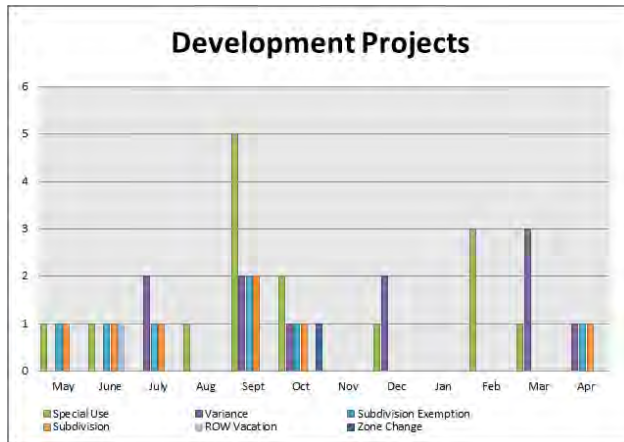
D-14



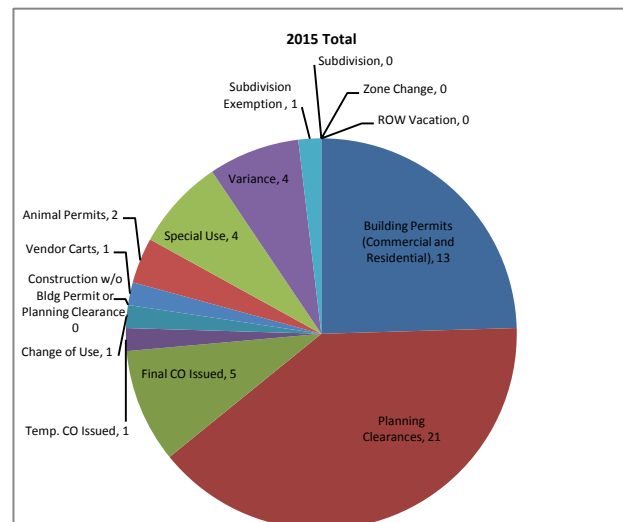
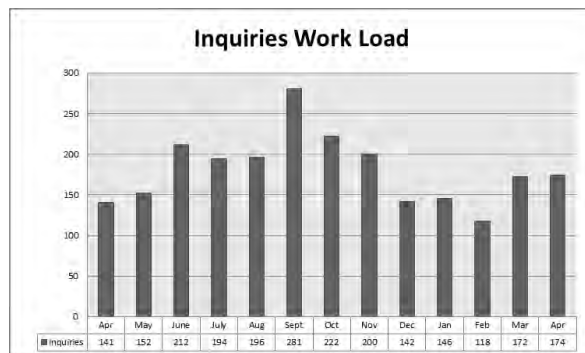
PLANNING DEPARTMENT MONTHLY REPORT

April 2015 Report

Staff Levels	
Planning Director, Dee Miller	Full Time
Planning Technician, Scott Reynolds	Full Time
Planning Assistant, Melanie Jacobs	50%
Planning Intern – Brian Spitzig	5/3/15 – 8/14/15



2015 Totals			
Development Project Totals		Building Permit Totals	
Comprehensive Sign Plan	2		
Special Use	4	Building Permits (Commercial and Residential)	14
Variance	4	Planning Clearances	21
Subdivision Exemption	1	Final CO's Issued	3
Subdivision	0	Change Of Use	1
ROW Vacation	0	Vendor Carts	1
Zone Change	0	Animal Permits	2
Total		Total	42





PLANNING DEPARTMENT MONTHLY REPORT

Planning Clearances / Building Permits		
Planning Clearances processed by BV Planning Dept.		2015
Sheds	0	4
Fences (111 & 117 San Juan S, 402 E. Main)	3	9
Signs (105 Isabel Ct, 409 E. Main CSP)	2	7
Town Demo Permit	0	1
Planning Clearances on hold by BV (115 Harrison Shed and Fence – Full permit not submitted, 620 Antero – Dumpster screening fee, BP not yet turned in)(421 E. Main Fence - Code Compliance)	3	n/a
Total Planning Clearances	5	21
Residential Building Permits:		2015
Residential Building Permits submitted to BV (514 Unit 1A, 1B, 1C)	3	7
Residential Building Permits approved by BV and forwarded to the County Building Department	0	5
Residential permits on hold by BV (105 Shady Lane —rcvd 1/10/14— on hold pending encroachment compliance and Survey, 514 Unit 1A, 1B, 1C for a complete application)	3	n/a
Residential permits on hold by the County:	0	n/a
Total Residential Building Permits	3	7
Commercial Building Permits: (CR Current Review)		2015
Commercial Building Permits submitted to BV	0	5
Commercial Building Permits approved by BV, and forwarded to the County Building Department (317 E. Main)	1	7
Commercial Building Permits on hold by BV for: __compliance, __research, __ other	0	n/a
Total Commercial Building Permits	0	7
Total Building Permits and Planning Clearances Processed this month	8	35

Certificate of Occupancy's (CO's)		2015
CO's at BV awaiting call from property owner to initiate site visit (506 Arizona, 326 Arkansas E., 105 Baylor, (701, 706) Buzz Blvd, (300, 319, 514 1A, 514 1B, 514 1C) Cedar, (105) Centennial, (433, 415) Chestnut, (212 N., 301 S.) Colorado, (109) Cornell, (220) Crossman, (801, 801) Front Loop Dr, (103, 108) Grouse rd, (114) Gunnison N., (127) Hill St, (510) Hwy 24 N., (713, 602, 421, 421) Hwy 24 S., (105) Isabel, (317, 301A, 420, 414, 402) Main E., (902) Main S., (130) Meadow Lane, (502) Pinon, (323) S. Pleasant, (211) Railroad S., (102, 112, 120) Red Tail, (1107) River Park, (457) Rodeo rd, (203) San Juan N., (105) Shady Lane, (903) Swift Circle, (365) Waters)	48 CO's pending	n/a
Final CO's issued by BV:	0	3
Temporary Certificate of Occupancy's issued by BV, and deadline for compliance prior to Final CO (402 E. Main)	1	1
Temporary Certificate of Occupancy's requested and in process – not yet approved	0	0
Total TCO and CO completed	1	4

Other applications processed:		2015
Change of Use Reviewed	0	1
Change of Use approved by BV, and forwarded to Chaffee County	0	1
Animal (829 W. Main)	1	2
Temporary Vendor Permit reviewed by Planning for zoning, signs, site triangles, right of ways, property owner permission, etc.	0	1
Total Other applications processed	1	4



PLANNING DEPARTMENT MONTHLY REPORT

Chaffee County Building Dept. building permits processed for BV:

PERMIT NUMBER	10051186	Location Address	914 YALE AVE	BUENA VISTA	
PROPERTY OWNER	KETTERING GREGORY	PERMIT TYPE	RESIDENTIAL		PERMIT SUBMITTAL DATE \$\$\$ 4/14/2015
CONTRACTOR NAME	SMITH SERVICES	PROJECT DESCRIPTION	FEE CORRECTION FEMA	PERMIT VALUATION PERMIT FEE \$100.00 ISSUED BY JS	PERMIT SUBMITTAL COMPLETE PERMIT ISSUE DATE 4/14/2015
PERMIT NUMBER	10051307	Location Address	130 MEADOW LN	BUENA VISTA	
PROPERTY OWNER	WALSH CARLIN W WALSH MICHELLE B	PERMIT TYPE	RESIDENTIAL		PERMIT SUBMITTAL DATE \$\$\$ 4/28/2015
CONTRACTOR NAME	PLUMBING PLUS	PROJECT DESCRIPTION	FEE CORRECTION FEMA	PERMIT VALUATION PERMIT FEE \$50.00 ISSUED BY CC	PERMIT SUBMITTAL COMPLETE PERMIT ISSUE DATE 4/28/2015
PERMIT NUMBER	10051335	Location Address	157 CONNIE DR	BUENA VISTA	
PROPERTY OWNER	RUNYON JEFFREY ALAN	PERMIT TYPE	RESIDENTIAL		PERMIT SUBMITTAL DATE \$\$\$ 4/29/2015
CONTRACTOR NAME	CORNERSTONE ROOFING & GUTTER, LLC	PROJECT DESCRIPTION	Re-Roof FEMA	PERMIT VALUATION PERMIT FEE \$54.90 ISSUED BY	PERMIT SUBMITTAL COMPLETE PERMIT ISSUE DATE
PERMIT NUMBER	10051353	Location Address	101 DARTMOUTH DR	BUENA VISTA	
PROPERTY OWNER	SANDEFUR SHARON MAY	PERMIT TYPE	RESIDENTIAL		PERMIT SUBMITTAL DATE \$\$\$ 4/30/2015
CONTRACTOR NAME	TBD	PROJECT DESCRIPTION	Re-Roof FEMA	PERMIT VALUATION PERMIT FEE \$2,500.00 ISSUED BY JS	PERMIT SUBMITTAL COMPLETE PERMIT ISSUE DATE 4/30/2015

	Development Applications & Projects Fees (BP) Building Permit and (COU) Change of Use (PC) Planning Clearances	Fees Paid
1	PC (117 S San Juan - Fence)	\$ 10
2	PC (111 S San Juan - Fence)	\$ 10
3	PC (409 E. Main – Comprehensive Sign Plan)	\$ 50
4	PC (105 Isabel Ct - Sign)	\$ 50
5	PC (414 E. Main Unit 1B - CSP)	\$ 50
6	BP (514 Cedar Unit 1A – Katrina Cottage)	\$ 50
7	BP (514 Cedar Unit 1B – Katrina Cottage)	\$ 50
8	BP (514 Cedar Unit 1C – Katrina Cottage)	\$ 50
	Subtotal	\$ 320
	Land Use Applications & Projects Fees (LLA) Lot line Adjustment (LLE) Lot Line Elimination (SUB) Subdivision (SUP) Special Use Process (TU/S) Temporary Use/ Structure (V) Variance (ZC) Zone Change	Fees Paid
9	ELL (105 Isabel Ct)	\$ 250
10	TU/S (409 E. Main)	\$ 150
11	V (115 Harrison)	\$ 200
	Subtotal	\$ 600
	Total	\$ 920



PLANNING DEPARTMENT MONTHLY REPORT

Development Applications Processed			
	Review Type	Planning Commission review – April 1	Board review – April 14
1	Training	FEMA / NFIP	n/a
2	Special Use	Love's Gas Station	Approved
3	Comp Sign Plan	Love's Gas Station – Tabled	n/a
4	Special Use	424 Gold / Callaway – Tabled	
	Review Type	Planning Commission review – April 15	Board review – April 21
1	Comp Sign Plan	402 E. Main / Blazer – Approved	n/a
2	Comp Sign Plan	421 E. Main / House Rock Kitchen - Tabled	n/a

	Inquiries	#
1	Inquiry Phone (Citizens Phoning in to schedule a meeting w/staff or requesting aplc/process information)	64
2	Inquiry Email / Letters (Citizens Emailing to schedule a meeting w/staff or req. aplc/processing information)	22
3	Inquiry Walk in (Citizens walking in to schedule a meeting w/staff or req. aplc/process information)	41
4	Courtesy Call (calls to citizens regarding submittal of applications information before a certain time - TCO, Missing information)	0
5	Pre App / Meeting (Meeting requested by a citizen or applicant for LUC interpretation or general questions, Meeting before application is submitted to help prevent delays)	5 / 4
6	Request to the Planning Department (from other departments/entities (Town hall, Chaffee County, Fire, Public work, Police that needs Planning department services or vice versa)	5
7	Presentation (When the Planning department has to speak at Club gatherings or non BV boards.)	0
8	Site Inspection (Visits for Building Permit, CO, Code Enforcement, and Development Reviews)	5
9	Task (Planning Department assignments initiated by Inquiries including addressing)	28
10	Code Enforcement (could be letters, email or other contact by the planning department to citizens)	0
	TOTAL Inquiries	174

Community Development and Long Range Planning projects
Airport Plan update – Awaiting next meeting
American Planning Association APA – Dee and Scott are scheduled to attend the Annual APA conference Sept. 30 to Oct. 2 nd in Steamboat Springs, for planning related training, education, and legal information/updates.
Chaffee County Heritage Area Advisory Board (CCHAAB) –



PLANNING DEPARTMENT MONTHLY REPORT

<p>Melanie Roth stated that Front Range Associates (Tom Simmons) will present an educational meeting at 7:00 pm on June 11 at the Buena Vista Heritage Museum, discussing what it means to be nominated for the National Register.</p> <p>A 2015 State Historic Fund Grant proposal was submitted for nominating six additional properties to the National/State registers. Word on funding is expected by June 1. \$8,416 in local matching funds would be required to obtain \$25,248 in SHF funds.</p> <p>FHWA Byway Grants Yvonne Barnes of Mountain mapping (consultant) continues to work on the data base funded by the 2011 grant. The public information piece is scheduled for release by April 30, 2015.</p> <p>PUMA will hold local stakeholders meetings in Chaffee County on June 9 & 10 to discuss the open space and economic benefits of the Byway program.</p>
<p>BLM: BV is scheduled to participate as a formal cooperating agency in the BLM Resource Management Plan (RMP) planning process. John Smeins emailed a 'draft' Memorandum of Understanding for the Town to participate in the RMP. Jeff is in the process of reviewing the document before the Town approves and signs the agreement. Stage and Rail Trail Partners, other agency staff, Buena Vista April 21, 2015 We're pleased to announce that the draft Salida to Leadville Stage and Rail Trail Master Plan is now available for download. Please find it at http://garna.org/stageandrail/ where there are several options – just maps, or the full document in three sections</p>
<p>CDOT: Access Control Plan (ACP) – The Final Office Review meeting for the ACP is proposed to take place late summer.</p>
<p>Code Enforcement: Tracy Dierking, Code Enforcement Officer introduced herself to the Board April 28. She is putting together a presentation of the Code Enforcement program to present to P&Z and the Board. She is also working on resolving Code issues submitted by citizens.</p>
<p>Infrastructure: Dee and Julia presented the Staff and Planning Commission recommendations for Infrastructure and Complete Streets. Board members are reviewing the data, and have until May 20th to submit comments to Dee via email.</p>
<p>GIS, Adobe Suites In Design, Sketch Up, and AutoCAD: Are used in the planning department for mapping, infrastructure, zoning, etc. Planning and Land Use data is continually updated through these software programs. Trustees requested additional Infrastructure data, and complete streets options, this information was prepared on GIS and Sketchup. Planning is awaiting town Right of Way data from Public Works, this information will then be added to GIS.</p>
<p>Mainstreet Program: March 30 – April 2 - Dee attended the Mainstreet Annual Conference and the DCI Downtown Institute 'Design' Thurs. April 30 – May 1.</p>
<p>Master Plan (Comprehensive Plan and Land Use Code community planning process) - April 7 – Comp Plan and LUC Re-write Open House, Focus Groups, and Steering Committee luncheon (Trustees, Commissioners, Staff, Selected Steering Committee members, and Consultants) took place. Approximately 75 citizens attended throughout the day. Consultants will compile comments. Community Surveys were mailed out and a weblink provided on the Town website, deadline to return the surveys is May 17th. The next public meeting is being planned to take place in May 21st two Focus Groups are also being scheduled, and a Steering Committee meeting are also scheduled for the same day.</p>
<p>Planning Commission: Appointed Planning Commissioners are Trey Shelton, Chairman; Mark Jenkins, Vice Chairman; Estes Banks, Annie Davis, and Preston Larimer. Scott Johnson was appointed as a Planning Commission Alternate on April 28th.</p>



Date: May 1, 2015
 To: Mayor and Board of Trustees
 From: Kathryn Wadsworth, Director of Parks and Recreation
 Sub: Recreation Report

Recreation Programming Highlights & Special Event/Facility use/Applications Permits

Revenue for recreation, special event permits, and facility use in the first four months of 2015 show that BV Rec continues to offer more programming and attract more participants! Marketing and promotion are making a positive difference for both recreation programs and the use of Town facilities.

Program	Full Year 2014	Jan - April 2015
Dog Obedience	\$246	\$364
Rug Braiding	\$75	\$245
PiYo	\$1,164	\$680
Drop in Volleyball	\$406	\$504
Martial Arts	\$970	\$310
Girls Softball	\$1,327	\$1,183
Pickleball	\$454	\$387
BV Voices	\$1,370	\$1,050
Zumba	\$277	\$383

Business Sponsors	2014	2015
14 Businesses	\$2,490	
17 Businesses		\$3,434

SEPs/Facility Use	2014	2015
	\$4,726	\$3,139

New Programs in 2015	
Youth Ski League	\$640
Printmaking	\$106



Projects

- **Softball Field** Infield reconditioning underway. Bless BV Day volunteers replaced cinder block on 3rd base storage shed and painted dugouts & steps!
- **BV Sq Optimist Park** Due to rainy weather, May 16, 2015 Dedication and Thank You Ceremony will be rescheduled.
- **Old Dump** CDPHE Targeted Brownfields Assessment. Site Tour rescheduled to June 8, 2015
- **Sportsmen's Club** Grant funding reimbursement has been submitted for payment to the Sportsmen's Club.
- **McPhelmy Park** May 9, 2015 Community Build Day. New Playground!
- **Recreation Event Center** DOLA planning contract signed. Request for Proposals for Feasibility Study posted. Submission due date, May 28, 2015.

FAQ: EX PARTE COMMUNICATIONS IN QUASIJUDICIAL MATTERS

The FAQ column features frequently asked questions submitted to the Colorado Municipal League. This information is of a general nature and should not be interpreted as legal advice. Local facts determine which laws may apply and how, so you should always consult your municipal attorney before proceeding.

MEMBERS OF MUNICIPAL GOVERNING bodies, as well as persons appointed to certain boards or commissions, are sometimes advised by the municipal attorney to avoid speaking to municipal residents and others outside of formal meetings because the matter at hand is "quasijudicial." This FAQ describes the quasijudicial function and the rule against *ex parte* communications.

Q: What is the difference between legislative and quasijudicial matters?

A: City councils and town boards operate in their "legislative" capacity when developing and adopting ordinances. In this role, local governments establish municipal public policy of general application within the municipality. As part of the legislative process, local officials gather information at public hearings, from individual conversations with citizens, and from other sources. The governing body then formalizes a public policy based upon the information it has gathered by enacting an ordinance. Examples of ordinances include those prohibiting nuisances, regulating businesses, building and fire codes, or general zoning.

Occasionally, local governments act in an adjudicatory, or "quasijudicial," capacity. In this role, the local body operates not as a legislature, but more like a court. In a quasijudicial proceeding, the local body is not setting *new* public policy, but applying the standards in an *existing* ordinance, statute, or regulation to a specific situation. Quasijudicial proceedings usually apply to individual applicants, properties, and businesses, rather than across the entire municipality. Examples of quasijudicial matters include liquor or marijuana licensing, rezoning, conditional and special use permits, historic preservation permits, and board of adjustment hearings.

Q: What is "ex parte communication," and why is it prohibited?

A: Any communication (whether oral, written, electronic, or graphic) with a member of the local public body concerning the quasijudicial matter before it that is "outside of the record" (generally speaking, outside of a public meeting) is an "ex parte communication" and should be avoided.

The rule against *ex parte* communication is intended to guarantee that those voting are

impartial by ensuring that all members of the panel are presented with the same evidence and argument. In this way, any opportunity to question or respond to such evidence and argument is equally available to all. All information used to make a decision should be presented in the public hearing, on the record.

Q: During a quasijudicial proceeding, what should a council or board member do regarding ex parte communications if they do occur?

A: If an *ex parte* contact occurs, the board, council, or commission member should promptly inform the municipal attorney. The attorney may advise disclosure of the contact to other members of the body, together with as complete a description as possible of its content.

Even if an *ex parte* contact does not actually impact the impartiality of the member contacted, the appearance of possible bias can undermine the integrity of the public body itself. Accordingly, the smart choice is to avoid all *ex parte* contacts on any quasijudicial matter.